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COMBAT ARMS TRAINING AND MAINTENANCE CAREER LADDER
(AFSC 751X8)(U) AIR FORCE OCCUPATIONAL MEASUREMENT
CENTER RANDOLPH AFB TX OCT 85 AFPT-98-753-568

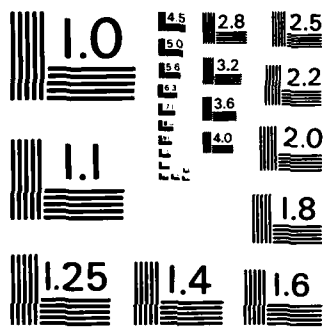
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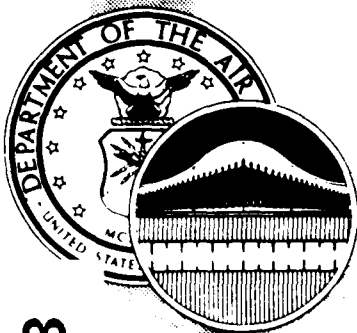
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UNITED STATES AIR FORCE

AD-A161 848

OCCUPATIONAL SURVEY REPORT

COMBAT ARMS TRAINING AND MAINTENANCE
CAREER LADDER

AFSC 753X0

AFPT 90-753-568

OCTOBER 1985

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OCCUPATIONAL ANALYSIS PROGRAM
USAF OCCUPATIONAL MEASUREMENT CENTER
AIR TRAINING COMMAND
RANDOLPH AFB, TEXAS 78150-5000

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AFHRL/MODS	2	1m	1m	
AFHRL/ID	1	1m	1m/1h	
AFMEA/MEMD	1	1h	1	
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HQ AFLC/MPCA	3		3	
HQ AFOSP/SPO (KIRTLAND AFB NM 87117)	1		1	
HQ AFSC/MPAT	3		3	
HQ ATC/DPAE	1		1	
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HQ ATC/TTQC	2		1	
HQ ESC/TTGT	1		1	
HQ ESC/DPTE	2		2	
HQ MAC/DPAT	3		3	
HQ MAC/TTGT	1		1	
HQ PACAF/TTGT	1		1	
HQ PACAF/DPAT	3		3	
HQ SAC/DPAT	3		3	
HQ SAC/TTGT	1		1	
HQ TAC/DPAT	3		3	
HQ TAC/TTGT	1		1	
HQ USAF/MPPT	1		1	
HQ USAFE/DPAT	3		3	
HQ USAFE/TTGT	1		1	
HQ USMC (CODE TPI)	1			
NODAC	1			
3250 TCHTW/TTGX (LACKLAND AFB TX)	4	3	8	5
3250 TCHTW/TTS (LACKLAND AFB TX)	1		1	
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PREFACE

This report presents the results of a detailed Air Force occupational survey of the Combat Arms Training and Maintenance career ladder (AFSC 753X0). The project was directed by USAF Program Technical Training, Volume Two, dated October 1983. Authority for conducting occupational surveys is contained in AFR 35-2. Computer products upon which this report is based are available for use by operations and training officials.

The survey instrument was developed by Captain Carl F. Middleton, Inventory Development Specialist. Sergeant Harold R. Tackett, Computer Programmer, provided computer support for this project. Ms Viola L. Allen and Mr Robert L. Alton analyzed the data and wrote the final report. Administrative support was provided by Linda K. McDonald. This report has been reviewed and approved by Lieutenant Colonel Charles D. Gorman, Chief, Airman Career Ladders Analysis Branch, USAF Occupational Measurement Center, Randolph AFB, Texas 78150-5000.

Copies of this report are distributed to Air Staff sections, major commands, and other interested training and management personnel (see DISTRIBUTION on page i). Additional copies are available upon request to the USAF Occupational Measurement Center, Attention of the Chief, Occupational Analysis Division (OMY), Randolph AFB, Texas (AUTOVON 487-5811).

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Center

SUMMARY OF RESULTS

1. Survey Coverage: Inventory booklets were completed by 663 Combat Arms Training and Maintenance (CATM) personnel during the period from August through December 1984. This sample, representing 82 percent of the total assigned strength, was representative in terms of MAJCOM, TAFMS, and grade distribution.
2. Specialty Jobs (Career Ladder Structure): Two core jobs, accounting for 92 percent of the survey sample, were identified--instruction and noninstruction. Personnel performing predominantly instruction jobs grouped within two primary clusters and one independent job type. Noninstruction personnel, performing armory, higher level weapons maintenance, and managerial functions, formed one cluster and three independent job types.
3. Career Ladder Progression: The combined 3- and 5-skill level job is highly technical, with little responsibility for supervision and management, other than those supervisory functions related to classroom or range instruction. Seven-skill level members, by broadening their technical base and assuming added supervisory functions with career progression, report a job best described as supervisory technicians. Nine-skill level and CEM Code personnel jointly perform primarily supervisory and managerial functions while retaining responsibility for some of the technical functions of their subordinates.
4. AFR 39-1 Specialty Description: The Specialty Descriptions across skill level groups are accurate and comprehensive in identifying the respective jobs.
5. Training Analysis: Both the STS and POI require review for possible modifications. While the STS generally provides adequate coverage of the significant jobs identified, some weapon series and range operations functions warrant review for possible inclusion. Several areas of the POI relating to coaching techniques were not supported by survey data. In addition, the lack of formal training for range operation functions, identified in the previous survey, is an area of concern. Hence, the basic course at Lackland AFB should be examined to ensure comprehensive support of jobs performed by first-enlistment personnel.
6. Implications: Overall, the CATM career field remains stable, with incumbents performing highly similar jobs; however, some weapons specialization appears to be emerging. Career ladder managers should thoroughly review and address the following issues at the forthcoming 753X0 Utilization and Training Workshop: (1) low job satisfaction among members of indicated job groups, (2) write-in comments which focused on safety and reliability factors associated with training weapons and personnel utilization, and (3) comprehensiveness of training documents.

OCCUPATIONAL SURVEY REPORT
COMBAT ARMS TRAINING AND MAINTENANCE CAREER LADDER
(AFSC 753X0)

INTRODUCTION

This is a report of an occupational survey of the Combat Arms Training and Maintenance career ladder (AFSC 753X0) completed by the Occupational Analysis Division, USAF Occupational Measurement Center, in September 1985. The last occupational survey for this career ladder surveyed both Combat Arms Training and Maintenance (then designated Small Arms specialty), as well as Gunsmith (AFSC 753X1) personnel, and was published in December 1979. The present survey was requested by the 3250 Technical Training Wing Training Manager based upon recent changes in maintenance and weapons training responsibilities and range requirements to provide data for use in evaluation and management of training programs for this career ladder.

Background

The 753X0 career ladder was established in February 1958 as the Small Arms Instructor specialty. In July 1969, the career ladder name changed to delete the title "Instructor" and assume the present designation of "Specialist." The career ladder experienced no additional significant changes until it was retitled Combat Arms Training and Maintenance in April 1983. A common 9-skill level, AFSC 75391 (Small Arms Superintendent), was created in January 1968 as a result of merging the Combat Arms Training and Maintenance (AFSC 753X0) and Gunsmith (AFSC 753X1) career ladders. The AFSC numerical designation for the 9-skill level was changed to 75399 in April 1981, followed by a title change to Combat Arms Training and Maintenance Superintendent in April 1983. The CEM Code 75300, Small Arms Manager, was added to the specialty structure of the two ladders on 31 October 1978. Consistent with preceding skill level name changes for this career ladder, in April 1983 the CEM code title was changed from Small Arms Manager to Combat Arms Training and Maintenance Manager.

An Armed Forces Vocational Aptitude Battery (ASVAB) general score of 43 is required for entry into the field. Personnel entering the 753X0 career ladder attend a Category A 9-week formal training course, 3ABR75330-001, Combat Arms Specialist, conducted at Lackland AFB, Texas. The instructional design is group lock step to include marksmanship fundamentals, weapons maintenance up to depot level for hand and shoulder weapons, shotguns, grenade launchers, machine guns, and principles and techniques of instruction.

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As described in AFR 39-1 Specialty Descriptions, personnel in this career ladder are responsible for providing training in marksmanship and maintenance to potential Air Force combatants on weapons such as M-16 rifles, revolvers, M-60 machine guns, grenade launchers, and shotguns. In addition, these incumbents perform functions such as inspecting, repairing, and maintaining ground weapons and controlling and operating Air Force-owned firing ranges.

Major topics discussed in this report include: (1) survey methodology; (2) identification of jobs performed; (3) comparison of specialty jobs (career ladder structure) and other survey data with career ladder documents, such as AFR 39-1 Specialty Descriptions and the Specialty Training Standard (STS); (4) analyses of total active federal military service (TAFMS) groups and duty Air Force specialty code (DAFSC) groups; (5) analyses of major command (MAJCOM) groups; (6) analyses of continental United States (CONUS) versus overseas groups; and (7) comparison of current survey data with previous survey data.

SURVEY METHODOLOGY

Inventory Development

The data collection instrument for this occupational survey was USAF Job Inventory AFPT 90-753-568, dated June 1984. A preliminary task list was prepared after reviewing pertinent career ladder publications and directives, tasks from previous job inventories, and data from the last occupational survey report (OSR). This preliminary task list was refined and validated in the field through personal interviews with 25 subject-matter specialists at Lackland Technical Training Center and 4 operational bases, determined primarily on recommendations of major command functional managers. Bases visited were:

Little Rock AFB AR (MAC)
Nellis AFB NV (TAC)
Malmstrom AFB MN (SAC)
F. E. Warren AFB WY (SAC)

These bases were chosen due to the uniqueness or diversity of functions to best cover the spectrum of 753X0 job performance:

Little Rock	- regional training center with diverse functions
Nellis	- standard unit, tasks common to regional training center
Malmstrom	- Northern tier location, large percentage firearms training on impact range

F. E. Warren - northern tier location, training primarily on baffled range

This process resulted in a final job inventory, organized by weapon type, containing 1,239 tasks grouped under 20 duty headings and a background section requesting such information as grade, job title, time in service, job satisfaction, reenlistment intentions, firearm training, range type and size, weapons repaired and trained, tools and machinery used, and wartime contingency tasks performed.

Survey Administration

From August through December 1984, Consolidated Base Personnel Offices (CBPO) in operational units worldwide administered the inventory to job incumbents holding DAFSC 753X0. These job incumbents were selected from a computer-generated mailing list obtained from personnel data tapes maintained by the Air Force Human Resources Laboratory (AFHRL).

Each individual who completed the inventory first completed an identification and biographical information section and then checked each task performed in their current job. After checking all tasks performed, each member rated each of these tasks on a 9-point scale showing relative time spent on that task as compared to all other tasks checked. The ratings ranged from one (very small amount of time spent) through five (about average time spent) to nine (very large amount of time spent).

To determine relative time spent for each task checked by a respondent, all of an incumbent's ratings are assumed to account for 100 percent of his or her time spent on the job and are summed. Each task rating is divided by the sum of the total task ratings and multiplied by 100. This procedure provides a basis for comparing tasks in terms of both percent members performing and average relative percent time spent.

Survey Sample

Personnel were selected to participate in this survey to ensure accurate representation across using major commands (MAJCOM) and paygrade groups. All eligible DAFSC 753X0 personnel were mailed survey booklets. Table 1 displays the MAJCOM percent distribution of survey respondents corresponding with the percent of assigned 753X0 personnel as of June 1984. Note that 92 percent of those AFSC 753X0 members eligible for the survey responded. Those personnel eligible for the survey sample consists of the total assigned population excluding the following: (1) hospitalized personnel; (2) members in transition for a permanent change of station; (3) members retiring during the time inventories are administered to the field; and (4) other members in a tentative status. To qualify for the survey, career ladder members must have (1) a duty AFSC of 75330, 75350, 75370, 75399, or 75300; (2) held the duty AFSC for at least six weeks; and (3) been working in their position for at least six weeks.

TABLE 1
COMMAND REPRESENTATION OF SURVEY SAMPLE

<u>COMMAND</u>	<u>PERCENT OF ASSIGNED*</u>	<u>PERCENT OF SAMPLE</u>
ATC	26	25
SAC	22	23
TAC	21	22
USAFE	11	10
MAC	10	11
PACAF	3	3
AFLC	3	3
AFSC	1	1
AAC	1	1
OTHER	<u>2</u>	<u>1</u>
TOTAL	100	100

TOTAL ASSIGNED* - 805

TOTAL ELIGIBLE FOR SURVEY** - 721

TOTAL SAMPLE - 663

PERCENT OF ASSIGNED IN SAMPLE - 82%

PERCENT OF ELIGIBLE IN SAMPLE - 92%

* Manning figures as of June 1984

** Excludes personnel in PCS status, hospital, or
less than six weeks on the job

Table 2 displays survey respondents in paygrade groups distribution, while Table 3 lists the sample distribution by total active federal military service (TAFMS) time groups. As indicated, the survey sample for this study is both representative and comprehensive.

Task Factor Administration

In addition to completing the job inventory, selected senior 753X0 personnel were asked to complete a second booklet for either training emphasis (TE) or task difficulty (TD). Major command distribution of these raters appears in Table 4. The TE and TD booklets are processed separately from the job inventories. This task rating information is used in a number of different analyses discussed in more detail within the report.

Task Difficulty (TD). Each senior technician completing a TD booklet was asked to rate all inventory tasks on a 9-point scale (from extremely low to extremely high) as to relative difficulty. Difficulty is defined as the length of time required by an average member to learn to do the task. Task difficulty data were independently collected from 43 experienced (primarily 7-skill level) personnel stationed worldwide (see Table 4). While SAC and TAC appear somewhat underrepresented and ATC overrepresented in overall percentages, interrater reliability (as assessed through components of variance of standard group means) for this group of 43 members was .93, indicating very high agreement among the raters. Task difficulty ratings were adjusted so tasks of average difficulty would have ratings of 5.00. The resulting data are essentially a rank ordering of tasks indicating the degree of difficulty for each task in the inventory.

Job Difficulty Index (JDI). After computing the TD rating for each task item, it was then possible to compute a job difficulty index (JDI) for the jobs identified in the survey analysis. This index provides a relative measure of which jobs, when compared to other jobs identified, are more or less difficult. An equation using the number of tasks performed and the average difficulty per unit time spent (ADPUTS) as variables is the basis for the JDI computation. The indices are adjusted so the average JDI is 13.00. The index ranges from 1.00 for very easy jobs to 25.00 for very difficult jobs. Thus, the more time a group spends on more difficult rated tasks, and the more tasks they perform, the higher the JDI for that group.

Training Emphasis (TE). Training emphasis is a rating of which tasks require structured training for first-term personnel. Structured training is defined as training provided at resident technical schools, field training detachments (FTD), mobile training teams (MTT), formal OJT, or any other organized training method. Experienced technicians completing TE booklets were asked to rate tasks on a 10-point scale (from no training emphasis to extremely heavy training emphasis). Training emphasis data were independently collected from 62 experienced (primarily 7-skill level) personnel stationed worldwide (see Table 4). While SAC seems slightly underrepresented in overall percentages, there was a good distribution of these SAC raters across the command and interrater agreement was not adversely affected. A measure of .97 for interrater reliability (as assessed through components of variance of standard group means)

TABLE 2
PAYGRADE DISTRIBUTION OF SURVEY SAMPLE

<u>PAYGRADE</u>	<u>PERCENT OF ASSIGNED*</u>	<u>PERCENT OF SAMPLE</u>
AIRMAN	32	33
E-4	19	17
E-5	26	27
E-6	15	15
E-7	6	6
E-8, E-9	2	2

* Manning figures as of June 1984

TABLE 3
TAFMS DISTRIBUTION OF SURVEY SAMPLE

<u>TAFMS (MONTHS)</u>	<u>NUMBER IN SAMPLE</u>	<u>PERCENT OF SAMPLE</u>
1-48	248	37%
49-96	161	24%
97-144	102	15%
145-192	74	11%
193-240	51	9%
241+	24	4%

* Manning figures as of June 1984

TABLE 4
COMMAND DISTRIBUTION OF TASK DIFFICULTY AND TRAINING EMPHASIS RATERS

COMMAND	PERCENT OF ASSIGNED	PERCENT OF TASK DIFFICULTY RATERS	PERCENT OF TRAINING EMPHASIS RATERS
ATC	26	35	21
SAC	22	15	15
TAC	21	16	18
USAFE	11	16	19
MAC	10	7	10
PACAF	3	7	3
AAC	1	2	3
OTHER*	<u>6</u>	<u>2</u>	<u>11</u>
TOTAL	100	100	100

* Includes the following commands: AFSC, AFLC, SPACECMD, and one direct reporting unit--USAFA

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Justification	
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indicates there was high agreement among those 62 raters as to which task items required some form of structured training and which did not.

Task factor ratings (TE and TD) provide objective information which should be used along with percent members performing data when making training decisions. Percent members performing data provide information on who and how many personnel perform the tasks, while task factor ratings provide insights on which tasks need training and how much training time is required. Using these factors, in conjunction with appropriate training documents and directives, career field managers can tailor training programs to accurately reflect the needs of the user by more effectively determining when, where, and how to train first-enlistment 753X0 personnel.

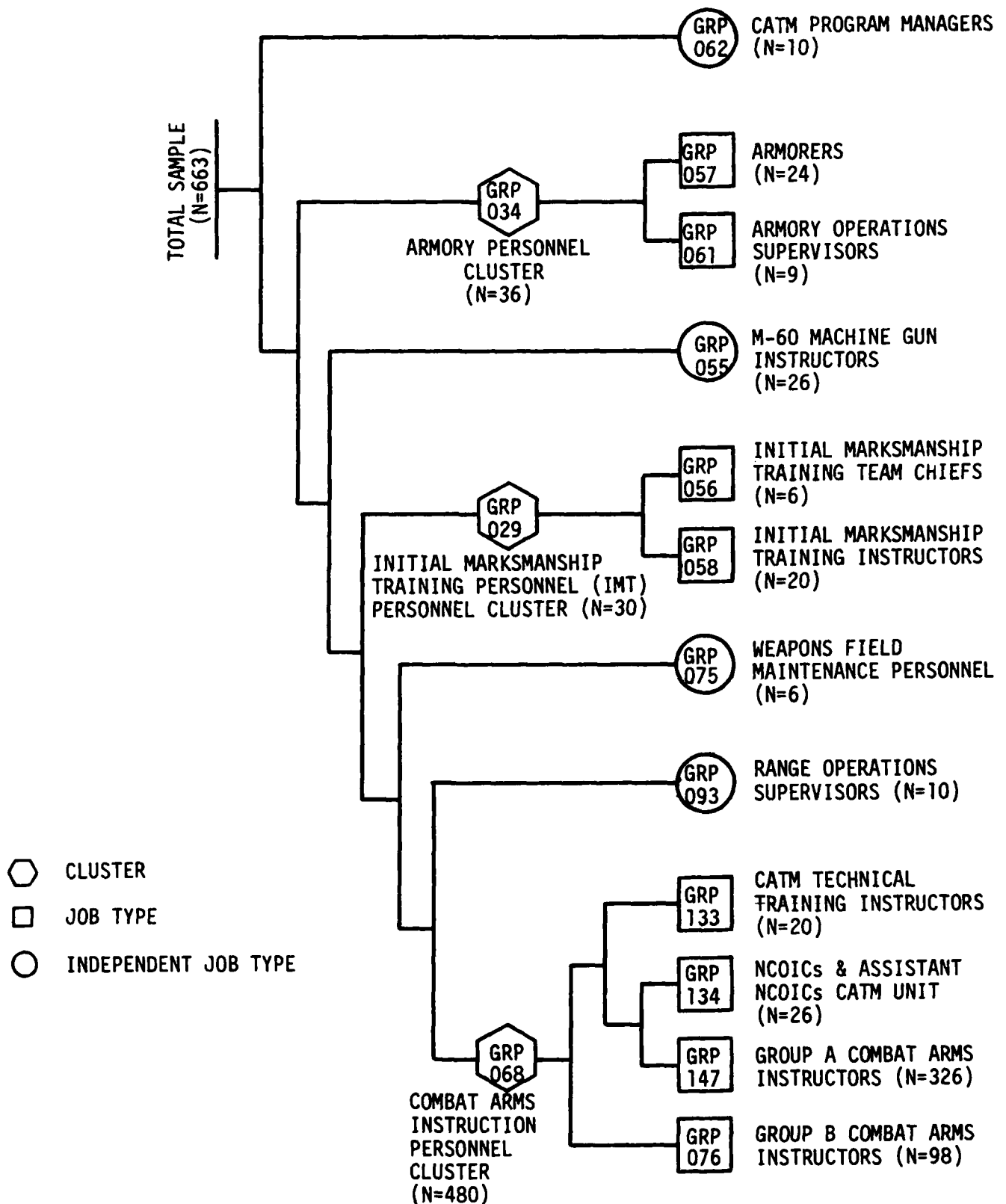
SPECIALTY JOBS (Career Ladder Structure)

A key aspect of an occupational survey is to examine the job structure of the career ladder on the basis of what incumbents are actually doing in the field, rather than what official career ladder documents dictate they should do. The analysis of actual job structure is made possible by the use of an automated job clustering program which is a basic feature of the Comprehensive Occupational Data Analysis Program (CODAP) system. By using CODAP, job functions and resultant job groups are identified based on the similarity of tasks performed and relative time spent performing the tasks. This job information is used to examine the accuracy and comprehensiveness of career ladder documents (AFR 39-1 Specialty Descriptions and Specialty Training Standards) and to formulate an understanding of current utilization patterns.

The specialty structure analysis process consists of determining the job structure of a career ladder in terms of the job types, clusters, and independent job types it contains. Each individual in the survey sample performs a set of tasks called a Job. A group of individuals who perform many of the same tasks and spend similar amounts of time performing these tasks is called a Job Type. A group of jobs having a substantial degree of similarity forms a Cluster. In some instances, specialized jobs are identified which are so dissimilar they cannot be satisfactorily grouped with other jobs. These jobs are designated Independent Job Types. These terms will be used in the description of Combat Arms Training and Maintenance (CATM) specialty jobs.

Based on the similarity of tasks performed and the amount of time spent performing each task, 12 jobs, all but 4 of which grouped into 3 clusters, were identified within the survey sample. Major jobs identified in the examination of the CATM career ladder are illustrated in Figure 1 and a narrative description follows within this section of the report. The group (GRP) number shown beside each title is in reference to computer-generated information and the letter "N" refers to the number of personnel in the group*.

FIGURE 1
753X0 CAREER LADDER STRUCTURE



* The N for a cluster will not always equal the sum of groups within the cluster since only major job variations are examined in detail.

- I. COMBAT ARMS INSTRUCTION PERSONNEL CLUSTER (GRP068, N=480)
 - A. Group A Combat Arms Instructors (GRP147, N=326)
 - B. Group B Combat Arms Instructors (GRP076, N=98)
 - C. NCOICs and Assistant NCOICs CATM Unit (GRP134, N=26)
 - D. CATM Technical Training Instructors (GRP133, N=20)
- II. RANGE OPERATIONS SUPERVISORS (GRP093, N=10)
- III. WEAPONS FIELD MAINTENANCE PERSONNEL (GRP075, N=6)
- IV. INITIAL MARKSMANSHIP TRAINING (IMT) PERSONNEL CLUSTER (GRP029, N=30)
 - A. Initial Marksmanship Training Instructors (GRP058, N=20)
 - B. Initial Marksmanship Training Team Chiefs (GRP056, N=6)
- V. M-60 MACHINE GUN INSTRUCTORS (GRP055, N=26)
- VI. ARMORY PERSONNEL CLUSTER (GRP034, N=36)
 - A. Armory Operations Supervisors (GRP061, N=9)
 - B. Armorers (GRP057, N=24)
- VII. CATM PROGRAM MANAGERS (GRP062, N=10)

The respondents forming these job types, clusters, and independent job types account for 92 percent of the survey sample. Personnel performing primarily an instruction function represent 83 percent of the members in identifiable jobs, and are named in the above groups outlined in I, II, IV, and V. The remaining 9 percent performing a noninstruction function are identified in the groups enumerated in III, VI, and VII above. Eight percent of the survey sample do not group with any job groups as listed above due to the uniqueness of the job they perform based on mission requirements, temporary conditions, or the manner in which they perceive their job. For example, a group of individuals are identified as performing a very limited job which is dissimilar to all other job groups and especially dissimilar to job types within its logical cluster, though reporting similar job titles. Through this analysis process and close scrutiny of such occurrences, the basis for this isolated group of individuals was disclosed to be the inoperativeness of its assigned firing range due to reconstruction. These respondents were functioning largely in a capacity inconsistent with CATM responsibilities during the administration period of the job inventories. This temporary condition is not representative of their actual job duties and responsibilities and, therefore, is not reported.

Overview

Analysis of the data reflect that AFSC 753X0 is a very homogeneous career ladder. The majority of survey respondents instruct marksmanship fundamentals or techniques on a variety of weapons to include M-16 rifles, M-60 machine guns, M-670 shotguns, M-15 revolvers, and M-203 grenade launchers. In addition, they teach as well as perform the prescribed levels of maintenance (individual or subdepot) on weapons assigned to operational units and AF installations.

Generally, CATM personnel are responsible for providing two categories of training: annual and initial marksmanship. Personnel required to fire annually are divided into two groups: (1) personnel armed daily in the performance of their duties (Group A), and (2) personnel who are not armed daily, but have either a possible combat commitment or are occasionally armed in the course of their normal duties (Group B). These variables, based upon the recipients or audience of instruction, are some of the key differentiating factors for personnel in these jobs.

Several groups, whose primary job is not marksmanship instruction, are also identified in the examination of the CATM career ladder. These noninstruction groups differ on the basis of technical expertise, administrative and supply, or supervisory emphases. For example, one of these job groups identifies its primary job responsibilities as weapons maintenance and inspection.

Brief descriptions of each cluster, job type, and independent job type are presented below, along with a sample of tasks performed which illustrate the nature of each job. Two tables at the end of this section provide additional information about the jobs identified in the 753X0 career ladder. Table 5 displays selected background information, such as DAFSC, average months in service (TAFMS), and percent members in their first enlistment. For example, of the 326 members identified as Group A Combat Arms Instructors, 59 percent hold the 5-skill level, 35 percent are in their first enlistment, and have spent an average of 87 months in service. Table 6 displays comparisons of job satisfaction indicators across specialty job groups. For example, of the 30 personnel identified as Initial Marksmanship Training Personnel, GRP029 on the cluster-merger diagram (see Figure 1), only 40 percent describe their job as interesting, while 53 percent express little or no perceived use of career ladder training in their present jobs.

Also included in this report is an appendix depicting the scope of the jobs in the Combat Arms Training and Maintenance career ladder. Appendix A provides representative tasks for each cluster, job type within the cluster, and independent job type identified in the analysis of the CATM career field.

I. COMBAT ARMS INSTRUCTION PERSONNEL CLUSTER (GRP068). This large cluster of 480 members comprises 72 percent of the survey sample and provides the broadest range of weapons instruction responsibility in the career ladder. Fifty-five percent of the incumbents hold DAFSC 75350 and 26 percent report DAFSC 75370. Predominantly, these personnel represent base-level CATM unit

TABLE 5
SELECTED BACKGROUND INFORMATION FOR SPECIALTY JOB GROUPS

	JOB TYPES						
	COMBAT ARMS INSTRUCTION PERSONNEL CLUSTER (GRP068)	GROUP A COMBAT ARMS INSTRUCTORS (GRP147)	GROUP B COMBAT ARMS INSTRUCTORS (GRP076)	NCOICs AND ASST NCOICs CATM UNIT (GRP134)	CATM TECHNICAL TRAINING INSTRUCTORS (GRP133)	RANGE OPERATIONS SUPERVISORS (GRP093)	WEAPONS FIELD MAINTENANCE PERSONNEL (GRP075)
NUMBER IN GROUP	480	326	98	26	20	10	6
PERCENT OF SAMPLE	72%	49%	15%	4%	3%	2%	1%
PERCENT IN CONUS	81%	79%	86%	58%	100%	70%	67%
DAFSC DISTRIBUTION							
75330	19%	15%	36%	4%	20%	-	33%
75350	55%	59%	56%	-	65%	10%	33%
75370	26%	25%	8%	96%	15%	70%	33%
75399	*	*	-	-	-	20%	-
75300	-	-	-	-	-	-	-
AVERAGE GRADE							
AVERAGE MONTHS IN CAREER FIELD	E-4	E-4	E-3	E-6	E-4	E-6	E-4
AVERAGE MONTHS IN SERVICE	48	52	27	81	40	82	39
PERCENT IN FIRST ENLISTMENT	81	87	41	158	63	191	79
	40%	35%	69%	-	45%	20%	50%
PERCENT SUPERVISING							
AVERAGE NUMBER OF TASKS PERFORMED	39%	43%	12%	96%	15%	90%	-
JOB DIFFICULTY INDEX (JDI) (AVERAGE JDI = 13.00)	377	438	189	418	253	240	190
	14.79	16.16	9.95	17.29	12.38	13.87	10.76

* Less than 1 percent

- None

NOTE: Columns may not add to 100 percent due to nonresponse or rounding

TABLE 5 (CONTINUED)
SELECTED BACKGROUND INFORMATION FOR SPECIALTY JOB GROUPS

	JOB TYPES				JOB TYPES				CATM PROGRAM MANAGERS (GRP062)
	INITIAL MARKSMANSHIP TRAINING PERSONNEL CLUSTER (GRP029)	INITIAL MARKSMANSHIP TRAINING INSTRUCTORS (GRP058)	INITIAL MARKSMANSHIP TRAINING TEAM CHIEFS (GRP045)	M-60 MACHINE GUN INSTRUCTORS (GRP055)	ARMORY PERSONNEL CLUSTER (GRP034)	ARMORY OPERATIONS SUPERVISORS (GRP061)	ARMORERS (GRP057)		
NUMBER IN GROUP	30	20	5	26	36	9	24	10	
PERCENT OF SAMPLE	5%	3%	*	4%	6%	1%	4%	2%	
PERCENT IN CONUS	93%	100%	100%	100%	97%	89%	100%	90%	
DAFSC DISTRIBUTION									
75330	20%	20%	20%	12%	6%	11%	4%	-	
75350	63%	75%	-	73%	64%	44%	75%	-	
75370	17%	5%	80%	15%	28%	44%	17%	40%	
75399	-	-	-	-	-	-	-	50%	
75300	-	-	-	-	-	-	-	10%	
AVERAGE GRADE									
AVERAGE MONTHS IN CAREER FIELD	E-4	E-4	E-6	E-4	E-5	E-6	E-4	E-7	
AVERAGE MONTHS IN SERVICE	39	30	47	55	60	88	45	68	
PERCENT IN FIRST ENLISTMENT	76	53	169	69	97	148	67	238	
	47%	65%	-	50%	31%	-	46%	-	
PERCENT SUPERVISING									
AVERAGE NUMBER OF TASKS PERFORMED	40%	30%	100%	4%	36%	67%	25%	100%	
JOB DIFFICULTY INDEX (JDI)	64	58	93	116	78	116	60	74	
(AVERAGE JDI = 13.00)	6.21	4.96	10.25	9.57	7.19	11.59	5.33	14.34	

* Less than 1 percent

- None

NOTE: Columns may not add to 100 percent due to nonresponse or rounding

TABLE 6
COMPARISONS OF JOB SATISFACTION INDICATORS BY SPECIALTY JOB GROUPS
(PERCENT MEMBERS RESPONDING*)

	JOB TYPES					
	COMBAT ARMS INSTRUCTION PERSONNEL (GRP068)	GROUP A COMBAT ARMS INSTRUCTORS (GRP147)	GROUP B COMBAT ARMS INSTRUCTORS (GRP076)	NCOICs AND ASST NCOICs CATM UNIT (GRP134)	CATM TECHNICAL TRAINING INSTRUCTORS (GRP133)	RANGE OPERATIONS SUPERVISORS (GRP093)
<u>EXPRESSED JOB INTEREST:</u> DULL SO-SO INTERESTING	8%	7%	15%	-	15%	10%
	11%	10%	13%	12%	5%	-
	80%	83%	71%	85%	80%	90%
<u>PERCEIVED USE OF TALENTS:</u> LITTLE OR NOT AT ALL FAIRLY WELL TO PERFECTLY	17%	12%	32%	8%	20%	17%
	83%	87%	68%	92%	80%	83%
<u>PERCEIVED USE OF TRAINING:</u> LITTLE OR NOT AT ALL FAIRLY WELL TO PERFECTLY	9%	6%	17%	-	10%	50%
	91%	94%	83%	96%	90%	50%
<u>REENLISTMENT INTENTIONS:</u> RETIRE NO, OR PROBABLY NO YES, OR PROBABLY YES	6%	6%	5%	4%	-	17%
	17%	17%	21%	8%	10%	17%
	77%	77%	74%	88%	90%	67%

* Columns may not add to 100 percent due to nonresponse or rounding

TABLE 6 (CONTINUED)
COMPARISONS OF JOB SATISFACTION INDICATORS BY SPECIALTY JOB GROUPS
(PERCENT MEMBERS RESPONDING*)

	JOB TYPES				JOB TYPES			
	INITIAL MARKSMANSHIP TRAINING PERSONNEL (GRP029)	INITIAL MARKSMANSHIP TRAINING INSTRUCTORS (GRP058)	INITIAL MARKSMANSHIP TRAINING TEAM CHIEFS (GRP045)	M-60 MACHINE GUN INSTRUCTORS (GRP055)	ARMORY PERSONNEL (GRP034)	ARMORY OPERATIONS SUPERVISORS (GRP061)	ARMORERS (GRP057)	CATM PROGRAM MANAGERS (GRP062)
<u>EXPRESSED JOB INTEREST:</u>								
DULL	3%	40%	40%	4%	19%	11%	25%	20%
SO-SO	23%	25%	20%	15%	28%	-	42%	-
INTERESTING	40%	35%	40%	81%	52%	89%	33%	80%
<u>PERCEIVED USE OF TALENTS:</u>								
LITTLE OR NOT AT ALL	63%	70%	60%	31%	47%	33%	54%	-
FAIRLY WELL TO PERFECTLY	37%	30%	40%	69%	53%	67%	46%	100%
<u>PERCEIVED USE OF TRAINING:</u>								
LITTLE OR NOT AT ALL	53%	55%	60%	39%	44%	44%	50%	10%
FAIRLY WELL TO PERFECTLY	47%	45%	40%	61%	53%	56%	50%	90%
<u>REENLISTMENT INTENTIONS:</u>								
RETIRE	-	-	-	-	6%	11%	4%	40%
NO, OR PROBABLY NO	10%	15%	-	23%	17%	-	25%	-
YES, OR PROBABLY YES	90%	85%	100%	77%	75%	89%	71%	60%

* Columns may not add to 100 percent due to nonresponse or rounding

instructors and NCOICs, of which 39 percent supervise an average of 3 airmen. While this group performs an average of 377 tasks, those functions common to the majority of group members within the cluster include:

- initiate AF Forms 522 (Small Arms Marksmanship Training Data)
- instruct weapon firing positions on the M-16s, revolvers, 1911A1 pistols, bipod mounted M-60 machine guns, and M203 grenade launchers
- clean or lubricate M16s, revolvers, 1911A1 pistols, M-60 machine guns, and M203 grenade launchers
- remove or replace parts, such as M-16 handguards, revolver sideplates, M-60 machine gun gas cylinder plugs, and barrels on M203 grenade launchers

Job satisfaction indices for personnel within this cluster represent the highest overall levels of any other job group identified in the survey sample (see Table 6). Within this cluster of primarily instruction personnel are four variations in the jobs performed. Of particular interest are variations of the two major job types (GRP147 and GRP076) within this cluster, comprising 326 and 98 members, respectively, as a function of audience or personnel receiving the weapons training. Group A Combat Arms Instructors (GRP147) provide training in marksmanship fundamentals and weapons maintenance to AF military or civilian personnel who are armed daily in the performance of their duties or have a high potential for combat. This training audience, Group A personnel as they are designated, consists of individuals in career ladders such as Security Police, Office of Special Investigations (OSI), Tactical Air Control System, Combat Control, Pararescue, Direct Air Support Center, and of course, Combat Arms Training and Maintenance. Recurring training is required for these personnel if they are to maintain proficiency with their assigned weapon(s). Because of probable involvement in situations in which the proficient use of firearms is essential, Group A Combat Arms Instructors are tasked to provide more intensive and frequent weapons training than Group B Combat Arms Instructors (GRP076). This more junior group of instructors, with an average paygrade of E-3, provides weapons training to personnel who may carry weapons at some time in the performance of their duties, designated by the Air Force as Group B. Although recurring weapons qualification training may be required for some of these individuals, it is not to the same extent as Group A personnel undergoing recurrent weapons training or first-time qualification training. While the majority of Group A and Group B Combat Arms Instructors provide qualification training on essentially the same weapons, such as M-60 machine guns, 1911A1 pistols, M-870 shotguns, M-16 rifles, and revolvers, Group A Combat Arms Instructors provide weapons maintenance to a more detailed level (component or subassembly) than Group B Instructors. Hence, Group A Combat Arms Instructors perform the broader job, encompassing an average of 438 tasks, while Group B Combat Arms Instructors' job is limited to performing 189 tasks on the average. While Group A Combat Arms Instructors report 43 percent members performing supervisory functions, another job type, NCOICs and Assistant NCOICs CATM Unit (GRP134), report 96 percent members performing supervisory functions, with an average of 3 persons supervised. This greater

emphasis on supervisory responsibilities is the key differentiating factor for this job group, which spends less time than either job group within the Combat Arms Instruction Personnel cluster performing duties relating to the pure instruction aspect of weapons training. In addition, members of this job group are not only more senior than any group within the cluster, but also report the highest job difficulty index (JDI=17.9) for all specialty job groups. While the NCOICs and Assistant NCOICs CATM Unit comprise a relatively small percentage (5 percent) of the overall cluster, CATM Technical Training Instructors (GRP133) represent the smallest job group (4 percent) within the cluster. Reportedly, 70 percent of these members function in areas of classroom instruction, with the remainder in range instruction. This group is differentiated by tasks heavily concentrated in time and percent members performing instruction of marksmanship fundamentals on the basic weapons, such as M-16 rifles, M-203 grenade launchers, M-60 machine guns, and M-870 shotguns; yet, performing fewer tasks relating to weapons maintenance and repair. (For more information about these groups and those to follow, see Appendix A.)

II. RANGE OPERATIONS SUPERVISORS (GRP093). Personnel grouping to form this independent job type, representing 2 percent of the survey sample, are responsible for maintaining a well-run range to ensure safe and proper firing. These incumbents are relatively senior (averaging 191 months in service, with an average paygrade of E-6), with 90 percent possessing either the 7- or 9-skill level. Ninety percent supervise an average of four individuals and spend over 60 percent of their job time performing range operations and maintenance functions, along with the related supervisory and administrative functions. While members of this group may, in fact, supervise NCOICs and Assistant NCOICs CATM Unit or assign trainers, they essentially perform no weapons instruction or operator maintenance; however, they must occasionally perform firing to maintain weapons proficiency. This lends to the performance of a smaller job in scope (average 240 tasks) than personnel they directly supervise. Examples of tasks typically performed by these incumbents are:

- inspect range equipment for serviceability or accountability
- consult with civil engineering on range or support facility construction
- draft and evaluate budget or financial requirements
- conduct communication operational checks
- fire M-16s, revolvers, M-203 grenade launchers, and M-60 machine guns to maintain proficiency
- supervise range clean up
- maintain building custodian folders

Job satisfaction data reveal these incumbents are highly satisfied, with 90 percent finding their work interesting. Furthermore, 100 percent indicate their perceived use of talent and training as fairly well to perfect. This is the highest reported for any single specialty job group.

III. WEAPONS FIELD MAINTENANCE PERSONNEL (GRP075). The six members comprising this independent job type are rather equally distributed across 3-, 5-, and 7-skill levels and hold an average paygrade of E-4. Unlike members of the previous cluster, these individuals spend little time performing instruction of the various weapon types. Reportedly, one-half spend most of their job time in the functional area of weapons field maintenance and provide weapons maintenance to a more detailed level (subassembly and component) than their counterparts. Four members of this group (representing 66 percent of the job group) are assigned at Lackland AFB and perform weapons field maintenance for various military personnel operating in outlying areas, such as Camp Bullis. Tasks indicative of their primarily technical job include:

- apply touch-up bluing to weapons
- cannibalize weapons
- remove or replace trigger mechanism components on M-16 series weapons
- remove or replace rebound slide and spring on revolvers
- align or adjust M-203 grenade launcher parts using special tools or fittings

Although 100 percent of this group indicate their job is interesting, 17 percent report their talents being of little or no use in the job. In addition, half the members of this group (50 percent) perceive that their formal training is not properly utilized in the performance of their present job, which encompasses an average of 190 tasks.

IV. INITIAL MARKSMANSHIP TRAINING PERSONNEL CLUSTER (GRP029). This group of 30 members represents the smallest cluster identified in the specialty jobs. Consisting predominantly of 5-skill level members (63 percent), the average paygrade of personnel within this cluster is E-4. Overall, members of this cluster are relatively junior, having served an average of 39 months in the career field, with 47 percent in their first enlistment. They perform a rather limited job (an average of 64 tasks), with the largest percentage of members (73 percent) functioning in the areas related to classroom and range instruction. Additionally, this group reports 87 percent (highest) usage of the larger ranges having 22 or more firing points. Although members of this cluster perform some of the same "instruction" tasks as members of Combat Arms Instruction Personnel cluster (GRP068), the key differentiating factors are the limited variety of weapons trained and the limited maintenance provided on these weapons. Seventy percent of the members in this group indicate they do not repair weapons in their present job. This group provides combat marksmanship training primarily on M-16 series weapons to audiences such as Basic Military Training Squadron (BMTS), Officer Training School (OTS), the US Air Force Academy (USAF), or AFROTC personnel. Members of this cluster are responsible for providing the initial marksmanship training required for all Air Force personnel. While their overall job scope may be limited, the frequency with which they must repeat those tasks is high. Tasks common among members of this cluster include:

instruct M-16 series weapon trigger control, sight alignment, sight picture, or safety procedures
instruct shoulder-fired weapon follow-through
conduct rifle dry fire or rifle practice procedures
score targets
brief range safety rules

Overall, members of this group report the lowest ranges in job satisfaction indices; only 40 percent indicate their jobs are interesting; 63 percent perceive little or no use of their talents in their current job; and 53 percent indicate little or no usage of their formal training in their present job duties.

There are two variations in the jobs performed by members of this cluster. Initial Marksmanship Training (IMT) Instructors (GRP058), containing 20 members (66 percent of the cluster), perform more technical tasks related to M-16 instruction and range operation than do the Initial Marksmanship Training Team Chiefs (GRP056), who spend over 42 percent of their job time on supervisory functions. Other key differences between these two job variations are based upon factors such as average paygrade and skill level and percent members supervising (see Table 5). Note, IMT Instructors' (GRP058) duties reveal the lowest JDI (4.96) of all specialty groups identified in the survey sample. Likewise, as stated earlier, both groups indicate overall low levels of job satisfaction. For example, 65 percent of the IMT Instructors job type indicate their jobs are so-so to dull; 60 percent of the supervisory personnel, IMT Team Chiefs, perceive little or no use of their talents or formal training in the performance of their present job.

V. M-60 MACHINE GUN INSTRUCTORS (GRP055). Personnel comprising this independent job type, representing 4 percent of the survey sample, are primarily 5-skill level and above (88 percent) and hold an average paygrade of E-4. Ninety-seven percent indicate they work in the areas of classroom and range instruction. Located at either Lackland AFB TX (58 percent) or Nellis AFB NV (42 percent), these members spend 62 percent of their job time performing M-60 machine gun and accessory inspections to satisfy the requirements of essentially two levels of M-60 marksmanship or maintenance training: (1) non-specialist (basic requirement) and (2) specialist (advanced tactical training). While they perform some duties involving other weapons common to the career field, they devote the majority of their time and expertise exclusively to M-60 machine gun instruction and maintenance or other types of crew-served weapons (requiring at least two operators). Tasks indicative of the job this group performs include:

instruct M-60 machine gun sight alignment, sight picture, and weapon safety procedures
instruct zeroing procedures with M-60 machine guns
remove or replace leaf spring on M-60 machine guns
instruct techniques of range (distance to target) estimations

Job performance of M-60 Machine Gun Instructors requires an average of 116 tasks; of these, 65 tasks related solely to M-60 machine gun instruction and maintenance dominate at least 50 percent of their job time.

VI. ARMORY PERSONNEL CLUSTER (GRP034). The 36 members making up this relatively small cluster (6 percent of the survey sample) hold an average paygrade of E-5 and have served in this career field an average of 60 months. With 36 percent of its members supervising an average of 3 individuals, members of this cluster represent the lowest overall percentage of the three clusters performing supervisory functions. These members perform a very restricted job (average number of tasks is 78), with 45 tasks accounting for 50 percent of their time. Some of these tasks include:

- prepare entry authorization lists
- clean or clear revolvers and M-16 series weapons
- inventory weapons
- issue ammunition
- issue weapons
- maintain weapon bench level supplies
- perform entry control procedures for ammunition
or weapons storage facilities
- secure weapons in storage facilities

Group members perform firing of the various weapon types to maintain proficiency; however, they perform very little weapons instruction, maintenance, or inspection in the performance of their duties.

Personnel within this cluster perform one of two job variations. Armory Operations Supervisors (GRP061) perform more diverse functions (average of 116 tasks) than the Armors (GRP057) (average of 60 tasks). The former group, being more senior (average paygrade of E-6, with 88 months in the career field compared to average paygrade of E-4, with 45 months in the career field), not only performs technical tasks directly related to running the armory, but also performs supervisory functions. Ninety-two percent of the members within this cluster indicate they work in the armory and weapons control areas. This cluster represents one of the lowest JDI (7.19) of all job groups identified, second only to the Initial Marksmanship Training Personnel Cluster (JDI=6.21). Job satisfaction indicators are marginal and mixed. For instance, while 89 percent of the Armory Operations Supervisors find their job interesting, only 33 percent of the more junior Armors indicate the same expression of job interest. (See Table 6 for further comparison of job satisfaction indicators between these two groups.)

VII. CATM PROGRAM MANAGERS (GRP062). This small independent job type of 10 members contains the largest percentage of 9-skill level and CEM Code personnel (60 percent) of any job group identified in this specialty. Seventy percent indicated their job titles by writing in superintendent or program manager. All members perform a supervisory function, spending 85 percent of

their job time supervising an average of 15 individuals. Although their job is relatively narrow in scope (74 tasks on the average), this group has one of the highest JDI (14.34) of all job groups. Thirty-five tasks account for better than 50 percent of their job time. Tasks typically performed by these members include:

- evaluate compliance with work standards
- conduct staff meetings
- counsel personnel
- initiate personnel action requests
- indorse airman performance reports (APR)
- write staff studies, surveys, or special reports
- evaluate safety or security programs

Expressed job satisfaction among these members is similar to that indicated by NCOICs and Assistant NCOICs CATM Unit (GRP134) and Range Operations Supervisors (GRP093). Eighty percent of these managers find their job interesting, with 90 percent or better indicating fairly well to perfect utilization of their talents and training in the performance of their job.

Summary

Survey data identified two core jobs which account for 92 percent of the survey sample in this career ladder--instruction and noninstruction. Instruction personnel (83 percent of the survey sample) includes those members in two primary clusters (Combat Arms Instruction Personnel and Initial Marksmanship Training Personnel) and one independent job type (M-60 Machine Gun Instructors). Noninstruction personnel (9 percent of the survey sample) are contained in one cluster (Armory Personnel) and three independent job types (Range Operations Supervisors, Weapons Field Maintenance Personnel, and CATM Program Managers).

The distinctions among the instruction jobs are based primarily upon the kinds of weapons trained, the extent or level of weapons maintenance provided, and the frequency with which each of these activities are performed, all acting as a function of the training requirements dictated by the audience receiving the training. While the majority of these members perform marksmanship training on a variety of combat arms, some degree of weapons specialization was evident in the training provided by IMT personnel (M-16 rifles) and M-60 Machine Gun Instructors.

The somewhat smaller groups which do not involve instruction per se center around weapons maintenance and repair, armory, and management functions.

In addition to reviewing the functions of each job, it is also useful to compare the job groups in terms of background characteristics (Table 5) and job attitudes (Table 6). Some of these factors and their significance to specific job groups have been discussed in preceding pages of this section of the

report. Noteworthy is that the data reveal the degree of job satisfaction across most major job groups was somewhat mixed, with the amount of job satisfaction appearing to be related to the scope of the job in conjunction with the computed level of the job difficulty index (JDI described in the Task Factor Administration section of this report). For example, members of the Initial Marksmanship Personnel cluster indicate the lowest levels of job satisfaction, and perform jobs having the least number of tasks and lowest difficulty level across all job groups identified in the sample.

Review of the job inventory write-in comments from survey sample respondents supports the somewhat mixed job satisfaction indicators for the career ladder, as displayed in Table 6. When there are serious problems in a career field, survey respondents are usually quite free with write-in comments to express their perceptions about problems in the field. Although 12 percent (80 respondents) of the survey sample used the write-in feature to convey some type of information, 34 percent of the comments (representing 4 percent of the total sample) could be characterized as complaints. Many of these comments, it should be noted, mention dissatisfaction with personnel utilization patterns and concerns for safety and firing reliability when using M-16 conversion kits for training purposes.

Overall, expressed reenlistment intentions for the 12 groups are very high, with each group reflecting positive intent by 60 percent or more of the groups members. While this analysis supports the present single career ladder structure, continued dissatisfaction among vital job groups, such as Armorers or IMT Personnel (representing over 11 percent of the survey sample), may result in retention and manning problems in the future. Career ladder managers and field supervisors should give full attention to a search for ways to vary or enrich the very necessary jobs performed by these specialty groups.

ANALYSIS OF DAFSC GROUPS

An analysis of DAFSC groups, in conjunction with the analysis of the career ladder structure, is an important aspect of each occupational analysis. The DAFSC analysis identifies similarities and differences in task and duty performance across the various skill levels. This information is used to evaluate the accuracy and completeness of career ladder documents, such as AFR 39-1 Specialty Descriptions and the Specialty Training Standard (STS), as related to tasks and duties actually performed by career ladder personnel in the field.

A comparison of duty and task performance between DAFSCs 75330 and 75350 indicates the jobs they perform are essentially the same and will be discussed as a combined group in this report. Similarly, DAFSC 75399 and CEM Code 75300 have also been combined for reporting purposes.

The distribution of skill level groups across the career ladder jobs is displayed in Table 7, while Table 8 presents the relative percent time spent on each duty across skill level groups. A typical pattern of progression

TABLE 7

DISTRIBUTION OF DAFSC GROUP MEMBERS ACROSS CAREER LADDER JOBS

CAREER LADDER JOBS							
	DAFSC 75330/ 75350 (N=464)	DAFSC 75330/ 75350 (PERCENT MEMBERS)	DAFSC 75370 (N=181)	DAFSC 75370 (PERCENT MEMBERS)	DAFSC 75399/ 75399/ CEM CODE (N=16)	DAFSC 75399/ 75399/ CEM CODE (PERCENT MEMBERS)	DAFSC
I. COMBAT ARMS INSTRUCTION PERSONNEL CLUSTER (GRP068, N=480)	352	76%	122	67%	3	19%	
A. GROUP A COMBAT ARMS INSTRUCTORS (GRP147, N=326)	239	52%	83	46%	2	12%	
B. GROUP B COMBAT ARMS INSTRUCTORS (GRP076, N=98)	90	19%	8	4%	0	-	
C. NCOICs AND ASSISTANT NCOICs CATM UNIT (GRP134, N=26)	1	-	25	14%	0	-	
D. CATM TECHNICAL TRAINING INSTRUCTORS (GRP133, N=20)	13	3%	3	2%	0	-	
II. RANGE OPERATIONS SUPERVISORS (GRP093, N=10)	1	-	7	4%	2	12%	
III. WEAPONS FIELD MAINTENANCE PERSONNEL (GRP075, N=6)	4	-	2	1%	0	-	
IV. INITIAL MARKSMANSHIP TRAINING PERSONNEL CLUSTER (GRP029, N=30)	25	5%	5	3%	0	-	
A. INITIAL MARKSMANSHIP TRAINING INSTRUCTORS (GRP058, N=20)	19	4%	1	-	0	-	
B. INITIAL MARKSMANSHIP TRAINING TEAM CHIEFS (GRP056, N=5)	1	-	4	2%	0	-	
V. M-60 MACHINE GUN INSTRUCTORS (GRP055, N=26)	22	5%	4	2%	0	-	
VI. ARMORY PERSONNEL CLUSTER (GRP034, N=36)	24	5%	10	5%	0	-	
A. ARMORY OPERATIONS SUPERVISORS (GRP061, N=9)	4	-	4	2%	0	-	
B. ARMORERS (GRP057, N=24)	18	4%	4	2%	0	-	
VII. CATM PROGRAM MANAGERS (GRP062, N=10)	0	-	4	2%	6	38%	
OTHER (N=68)	36	8%	27	15%	5	31%	

- Denotes less than 1 percent

* Columns may not add up to 100 percent due to no response and rounding

TABLE 8

AVERAGE PERCENT TIME SPENT PERFORMING DUTIES BY DAFSC GROUPS

DUTIES	TOTAL SAMPLE (N=663)	DAFSC 75330/ 75350 (N=464)	DAFSC 75370 (N=181)	DAFSC 75399/ CEM CODE (N=16)
A ORGANIZING AND PLANNING	4	2	7	23
B DIRECTING AND IMPLEMENTING	3	2	4	15
C PERFORMING ORGANIZATIONAL EVALUATIONS	2	1	4	15
D PERFORMING TRAINING AND RELATED FUNCTIONS	3	2	6	11
E PERFORMING ADMINISTRATIVE FUNCTIONS	6	5	9	8
F PERFORMING GENERAL COMBAT ARMS INSPECTIONS, TRAINING, OR MAINTENANCE	10	10	10	5
G PERFORMING M16 SERIES WEAPON INSPECTIONS, TRAINING, OR MAINTENANCE	15	17	12	4
H PERFORMING REVOLVER INSPECTIONS, TRAINING, OR MAINTENANCE	9	10	6	3
I PERFORMING 1911A1 PISTOL INSPECTIONS, TRAINING, OR MAINTENANCE	3	2	3	*
J PERFORMING SHOTGUN INSPECTIONS, TRAINING, OR MAINTENANCE	5	6	4	1
K PERFORMING M16 CONVERSION KIT INSPECTIONS OR MAINTENANCE	3	3	2	1
L PERFORMING M60 MACHINE GUN AND ACCESSORY INSPECTIONS, TRAINING, OR MAINTENANCE	12	13	10	2
M PERFORMING M79 GRENADE LAUNCHER INSPECTIONS, TRAINING, OR MAINTENANCE	1	1	1	*
N PERFORMING M203 GRENADE LAUNCHER INSPECTIONS, TRAINING, OR MAINTENANCE	4	5	4	*
O PERFORMING M148 GRENADE LAUNCHER INSPECTIONS, TRAINING, OR MAINTENANCE	*	*	*	*
P PERFORMING MK19 40MM MACHINE GUN INSPECTIONS, TRAINING, OR MAINTENANCE	*	*	*	*
Q PERFORMING INSPECTIONS, TRAINING, OR MAINTENANCE ON ADDITIONAL WEAPONS	1	1	1	3
R CONTROLLING AND SAFEGUARDING WEAPONS AND AMMUNITION	8	8	7	4
S PERFORMING RANGE OPERATIONS	7	8	6	3
T PERFORMING RANGE MAINTENANCE	4	4	4	2

* Denotes less than 1 percent

depicts that, as skill level increases, there is an expansion in both the technical tasks performed and supervisory tasks performed, up to the 7-skill level. For 9-skill level personnel, the number of technical tasks performed drops, while the supervisory tasks increase in number and definitiveness. Specific skill level groups are discussed below.

Skill Level Descriptions

DAFSC 75330/75350. Three- and 5-skill level personnel, representing 70 percent of the survey sample, perform an average of 289 tasks, with 154 tasks accounting for over 50 percent of their job time. Representing the crux of this career ladder, these personnel are found scattered throughout the various job groups (see Table 7); however, the majority of their relative job time is devoted to performing a highly technical job involving instruction and maintenance of weapons such as M-16 series weapons, revolvers, M-60 machine guns, and other general combat arms (see Table 8). The majority of 3- and 5-skill level personnel, as a group, are concentrated in the functional areas of classroom or range instruction and operate ranges having 21 or fewer firing points. A review of Table 9 indicates a large number of technical tasks are representative across DAFSC groups. This provides further evidence of the relative homogeneity across jobs in this career ladder, as described in the previous section on the specialty job structure. Likewise, Table 10 presents additional tasks performed by these airmen, as well as an indication of differences between the other skill level groups.

DAFSC 75370. The 181 personnel at the 7-skill level (27 percent of the survey sample) perform an average of 340 tasks, with 190 tasks comprising over 50 percent of their job time. As displayed in Table 7, the majority of these incumbents are not concentrated in obvious management or staff job groups. With 60 percent reporting supervisory responsibilities, many act as supervisory technicians performing a combination of first-line supervisory and technical (weapons instruction, maintenance, and inspection) functions (see Table 10). The data reveal that with a progression from the 3- and 5-skill level, these airmen not only increase job responsibilities by taking on supervisory functions, but also broaden the realm of technical tasks obtained at the lower skill levels.

DAFSC 75399/CEM Code. As is typical of most career fields, personnel at the 9-skill and CEM Code levels report performing primarily nontechnical tasks, with only 19 percent performing technically-related functions. Nonetheless, these senior airmen are found performing such tasks as weapons inspection, managing ranges, and some weapons maintenance. Few actually perform weapons marksmanship training. These 16 managers perform an average of 151 tasks, with 49 tasks accounting for over 50 percent of their job time. Furthermore, only 63 tasks, supervisory and technical, are performed by 50 percent or more members. Again, Table 9 displays some of these technical tasks, while Tables 8 and 10 depict this group's higher concentration in supervisory functions.

TABLE 9

EXAMPLES OF TASKS COMMON ACROSS DAFSC GROUPS
(30 PERCENT OR MORE MEMBERS PERFORMING)

TASKS	DAFSC 75330/ 75350 (N=464)	DAFSC 75370 (N=181)	DAFSC 75399/ CEM CODE (N=16)
F194 FIRE REVOLVERS TO MAINTAIN PROFICIENCY	91	90	75
F190 FIRE M16 SERIES WEAPONS TO MAINTAIN PROFICIENCY	87	84	69
S1206 SCORE TARGETS	87	81	31
S1183 CONDUCT COURSES OF FIRE	85	80	38
S1181 BRIEF RANGE SAFETY RULES	84	78	38
S1207 SECURE RANGE EQUIPMENT, SUCH AS TARGETS OR FLAGS	84	81	31
E116 INITIATE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	83	83	38
G240 CLEAN M16 SERIES WEAPONS	83	78	38
S1208 SECURE RANGE FACILITIES	81	80	38
R1156 ENTER CONTROLLED OR RESTRICTED AREAS	80	76	63
S1190 CONDUCT RANGE COMMANDS	80	76	38
G263 LUBRICATE M16 SERIES WEAPONS	78	71	38
H340 PERFORM VISUAL INSPECTION OF REVOLVERS	77	76	44
S1203 OPERATE RANGE TOWER	75	76	31
S1192 CONDUCT RIFLE PRACTICE FIRE PROCEDURES	74	73	31
S1209 SUPERVISE RANGE CLEAN-UP	73	80	50
F192 FIRE M60 MACHINE GUNS TO MAINTAIN PROFICIENCY	72	69	50
R1163 INVENTORY WEAPONS	72	72	38
H337 PERFORM FIELD STRIP OF REVOLVERS	71	70	38
K471 LUBRICATE M16 CONVERSION KITS	69	66	31
R1162 INVENTORY AMMUNITION	66	70	31
F176 EVALUATE RIFLE RECORD FIRE	64	72	31
S1208 INSPECT RANGE EQUIPMENT FOR SERVICEABILITY OR ACCOUNTABILITY	64	76	38
F172 EVALUATE HANDGUN RECORD FIRE	62	72	31
H341 REMOVE OR REINSTALL SIDEPLATE ON REVOLVERS	62	63	38
R1158 INSPECT AMMUNITION FOR PROPER TYPE, CALIBER, AND CLASS	59	61	31
F174 EVALUATE MACHINE GUN RECORD FIRE	58	62	38
T1220 INSPECT FIRING POINT MARKINGS	50	65	50
L491 CLEAR M60 MACHINE GUNS	43	47	31
T1218 INSPECT BACKSTOPS FOR SERVICEABILITY	35	54	56
A10 DETERMINE WORK PRIORITIES	33	82	63
A29 SCHEDULE RANGE USAGE	33	66	44
E113 INITIATE AF FORMS 497 (AIR FORCE POLICY STATEMENT- FIREARMS SAFETY AND USE OF FORCE)	33	62	58

TABLE 10

DISPLAY OF REPRESENTATIVE TASKS FOR DAFSC GROUPS AND
DIFFERENCES BETWEEN THE GROUPS
(PERCENT MEMBERS PERFORMING)

TASKS	DAFSC 75330/ 75350 (N=464)	DAFSC 75370 (N=181)	DAFSC 75399/ CEM CODE (N=16)
G251 INSTRUCT M16 SERIES WEAPON FIRING POSITION	81	72	25
G257 INSTRUCT M16 SERIES WEAPON SAFETY PROCEDURES	81	71	25
G260 INSTRUCT M16 SERIES WEAPON SIGHT PICTURE PROCEDURES	81	71	19
G267 INSTRUCT M16 SERIES WEAPON TRIGGER CONTROL PRO- CEDURES	81	71	25
G248 INSTRUCT M16 SERIES WEAPON CARE AND CLEANING PRO- CEDURES	77	68	25
G275 REMOVE OR REPLACE BOLT ON M16 SERIES WEAPONS	72	64	19
L490 CLEAN M60 MACHINE GUNS	69	59	19
L544 REMOVE OR REPLACE CAM ACTUATOR ASSEMBLY ON M60 MACHINE GUN	58	44	6
A23 PLAN WORK ASSIGNMENTS	22	75	56
B46 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE SPECIALISTS (AFSC 75350)	25	72	36
A27 SCHEDULE CLASSROOM USAGE	32	64	31
D108 PREPARE LESSON PLANS	45	64	31
I381 PERFORM VISUAL INSPECTION OF 1911A1 PISTOLS	43	62	25
D85 DEVELOP CLASS SCHEDULES	24	59	31
E121 MAINTAIN AF FORMS 1135 (BCE REAL PROPERTY MAINTENANCE REQUEST)	13	56	37
E158 PREPARE DD FORMS 1574 (SERVICEABLE TAG-MATERIEL)	30	56	19
B44 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	21	67	100
C60 EVALUATE INSPECTION REPORTS	16	56	100
A3 COMPILE ACTIVITY REPORTS	21	70	94
A5 CONSULT WITH CIVIL ENGINEERING OR SUPPORT FACILITY REHABILITATION	20	59	88
A14 DRAFT BUDGET OR FINANCIAL REQUIREMENTS	10	51	69
B30 CONDUCT STAFF MEETINGS	7	36	63
C73 SELECT INDIVIDUALS FOR SPECIALIZED TRAINING	5	32	63
B51 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE TECHNICIANS (AFSC 75370)	1	28	50

Summary

The DAFSC analysis reflects the overall homogeneity of the 753X0 specialty. While personnel at the 3- and 5-skill level spend the vast majority of their job time performing technical tasks, 7- and 9-skill level incumbents, in addition to assuming supervisory duties, retain some of the same technical functions of their 3- and 5-skill level counterparts--particularly those tasks pertaining to proficiency firing, individual maintenance, and range operations. Primarily, combat arms instruction for marksmanship fundamentals is provided by 3-, 5-, and 7-skill level personnel. Overall, there are no appreciable differences among DAFSC groups in weapons repaired or trained; however, fewer 9-skill or CEM Code level personnel perform these functions. Furthermore, job satisfaction indicators are moderately high across DAFSC groups, with reenlistment intent reflecting similar sentiment.

ANALYSIS OF AFR 39-1 SPECIALTY DESCRIPTIONS

Survey data were compared to AFR 39-1 Specialty Descriptions for Combat Arms Training and Maintenance Specialist, dated 30 April 1985, Combat Arms Training and Maintenance Technician, and Combat Arms Training and Maintenance Superintendent, both dated 30 April 1983. These descriptions are intended to give a broad overview of the duties and tasks performed in each skill level of the specialty.

The 3- and 5-skill level description appears generally comprehensive in displaying the highly technical nature of the job. Also, these airmen perform some supervisory functions related to range operations.

The specialty description for the 7- as well as 9-skill level and CEM Code accurately reflects the combined supervisory and technical nature of the CATM technician and superintendent, with the 9-skill level and CEM Code portraying more staff and managerial functions.

ANALYSIS OF EXPERIENCE GROUPS (TAFMS)

Utilization patterns for 753X0 survey respondents in different total active federal military service (TAFMS) groups are reviewed to determine if there are differences in tasks performed. As is typical in most career ladders, an increase in service time is accompanied by a corresponding increase in performance of duties involving supervisory and managerial tasks. Unlike most career field experience progression patterns, however, this increase in supervisory functions does not dramatically reduce the performance in technical duties. In fact, even at the sixth enlistment (241+ months), technical duties account for approximately 47 percent of their total job time.

For the most part, supervisory functions show a marked increase in members performing (50 percent or more) starting at the third-enlistment period (97+ months). Likewise, training and administrative (managerial) functions reflect this same pattern. Those administrative functions relating to weapons training or maintenance tend to be fairly constant across experience groups, as are technical tasks relating to proficiency firing and inspection, training, or maintenance of general combat arms. Although all TAFMS groups perform some weapons instruction, first-enlistment personnel tend to concentrate heaviest in this area. (A more in-depth, detailed evaluation of the first-enlistment group will be presented in the TRAINING ANALYSIS section of this report.) Table 11 displays this time spent information across job inventory duties for TAFMS groups. Similarly, there is no appreciable difference in the types of weapons trained across experience groups.

Overall, this analysis indicates the same homogeneity across enlistment groups as found in the specialty structure and DAFSC analyses; the major job emphasis still revolves around instructing marksmanship fundamentals, safeguarding, inspecting and maintaining weapons, and performing range operations.

Further comparison of group perceptions of their jobs help career field managers understand some of the factors that may affect job performance of today's airmen. These perceptions were captured by including four job satisfaction questions covering job interest, perceived utilization of talents and training, and reenlistment intentions. Table 12 displays response data of selected TAFMS groups, along with comparisons between comparative samples of other Direct Support career ladders surveyed in 1984.

Comparisons of the groups reflect that all job satisfaction indicators for 753X0 personnel are higher than the comparative sample group, with positive reenlistment intentions showing a somewhat less marked increase for first-termers and a slight decrease for career personnel. By and large, according to these responses, personnel in the 753X0 career ladder are fairly well satisfied with their jobs and the kinds of work they do. Care should be taken, however, not to discount the low job satisfaction responses of specific job groups which appear to be a function of job scope and difficulty, as discussed in the SPECIALTY JOBS section of this report.

Eleven percent of the first-enlistment personnel are found in those jobs (Initial Marksmanship Training Instructors and Armorers) reflecting low overall job satisfaction (see Figure 2). A negative trend over time, or in relation to comparative surveyed specialties, may suggest the need for managerial review to determine what specialty irritations are within their power to modify.

TRAINING ANALYSIS

Occupational survey data are one of the many sources of information which can be used to assist in the development of a training program relevant to the needs of personnel working in their first assignment within a career ladder.

TABLE 11

AVERAGE PERCENT TIME SPENT PERFORMING DUTIES BY EXPERIENCE GROUPS*

DUTIES	MONTHS TAFMS					
	1-48 (N=248)	49-96 (N=161)	97-144 (N=102)	145-192 (N=74)	193-240 (N=51)	241+ (N=24)
A ORGANIZING AND PLANNING	1	3	4	7	10	15
B DIRECTING AND IMPLEMENTING	1	2	3	5	6	9
C PERFORMING ORGANIZATIONAL EVALUATIONS	-	1	2	4	5	10
D PERFORMING TRAINING AND RELATED FUNCTIONS	1	2	5	6	6	10
E PERFORMING ADMINISTRATIVE FUNCTIONS	4	6	7	9	8	9
F PERFORMING GENERAL COMBAT ARMS INSPECTIONS, TRAINING, OR MAINTENANCE	10	11	10	9	8	7
G PERFORMING M16 SERIES WEAPON INSPECTIONS, TRAINING, OR MAINTENANCE	20	15	12	12	11	6
H PERFORMING REVOLVER INSPECTIONS, TRAINING, OR MAINTENANCE	11	9	7	6	6	4
I PERFORMING 1911A1 PISTOL INSPECTIONS, TRAINING, OR MAINTENANCE	2	3	2	3	4	2
J PERFORMING SHOTGUN INSPECTIONS, TRAINING, OR MAINTENANCE	6	6	5	5	4	4
K PERFORMING M16 CONVERSION KIT INSPECTIONS OR MAINTENANCE	4	3	2	2	2	2
L PERFORMING M60 MACHINE GUN AND ACCESSORY INSPECTIONS, TRAINING, OR MAINTENANCE	13	13	14	8	7	6
M PERFORMING M79 GRENADE LAUNCHER INSPECTIONS, TRAINING, OR MAINTENANCE	1	1	1	1	1	2
N PERFORMING M203 GRENADE LAUNCHER INSPECTIONS, TRAINING, OR MAINTENANCE	4	5	4	3	4	2
O PERFORMING M148 GRENADE LAUNCHER INSPECTIONS, TRAINING, OR MAINTENANCE	-	1	1	1	-	-
P PERFORMING MK19 40MM MACHINE GUN INSPECTIONS, TRAINING, OR MAINTENANCE	-	-	-	1	-	-
Q PERFORMING INSPECTIONS, TRAINING, OR MAINTENANCE ON ADDITIONAL WEAPONS	-	1	2	1	2	2
R CONTROLLING AND SAFEGUARDING WEAPONS AND AMMUNITION	9	8	8	7	5	4
S PERFORMING RANGE OPERATIONS	9	7	7	6	5	4
T PERFORMING RANGE MAINTENANCE	4	3	4	4	4	2

- Denotes less than 1 percent

* Columns may not add up to 100 percent due to rounding

TABLE 12

COMPARISON OF JOB SATISFACTION INDICATORS BY 753X0 TAFMS GROUPS
(PERCENT MEMBERS RESPONDING*)

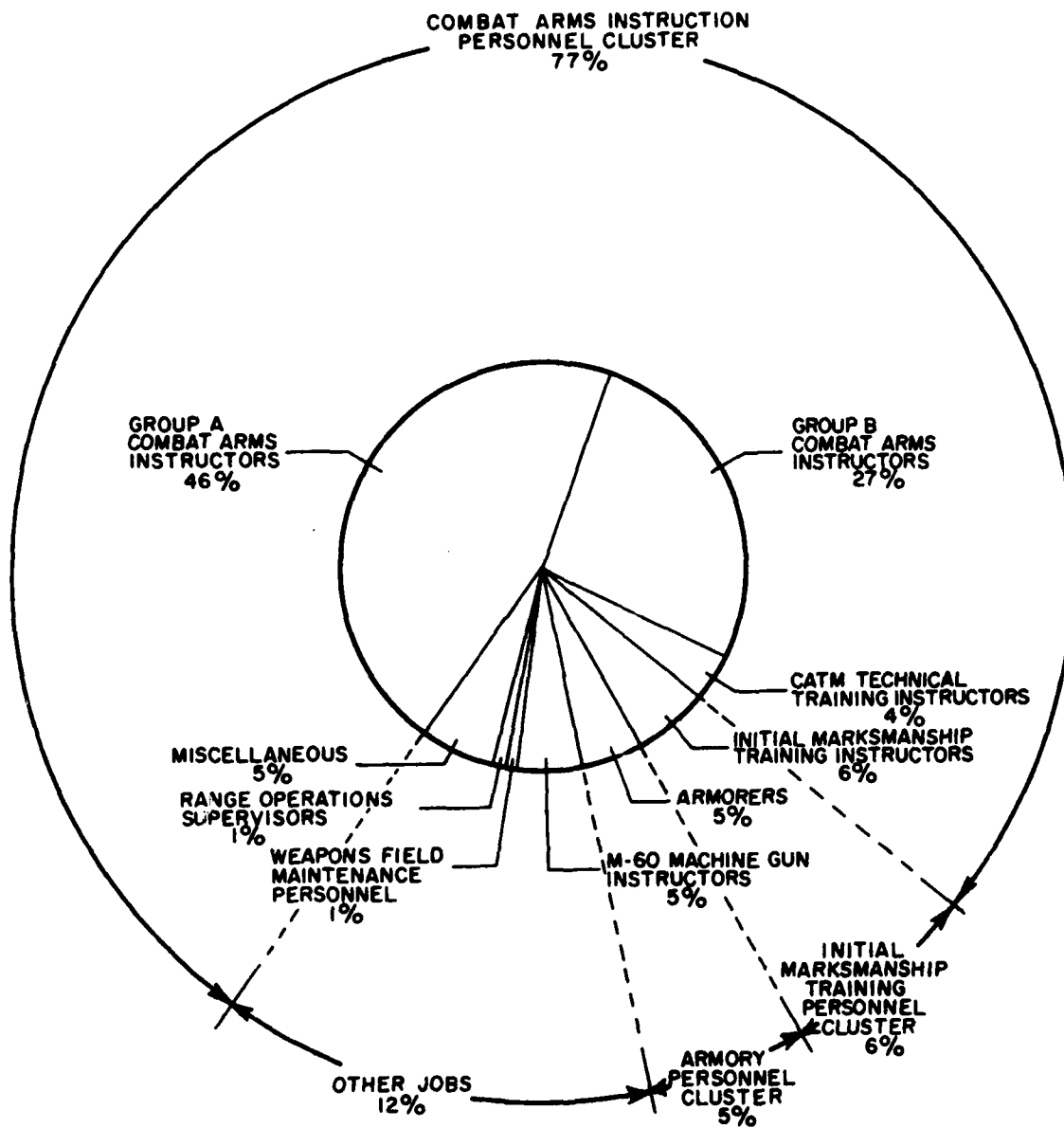
	1-48 MONTHS TAFMS		49-96 MONTHS TAFMS		97+ MONTHS TAFMS	
	753X0 (N=248)	COMPARATIVE SAMPLE** (N=5,471)	753X0 (N=161)	COMPARATIVE SAMPLE** (N=2,345)	753X0 (N=251)	COMPARATIVE SAMPLE** (N=3,564)
<u>EXPRESSED JOB INTEREST:</u>						
DULL	11	22	9	16	11	11
SO-SO	16	20	12	17	10	13
INTERESTING	73	57	79	66	79	75
<u>PERCEIVED UTILIZATION OF TALENTS:</u>						
LITTLE OR NOT AT ALL	27	35	17	28	18	19
FAIRLY WELL TO PERFECTLY	73	64	83	72	82	80
<u>PERCEIVED UTILIZATION OF TRAINING:</u>						
LITTLE OR NOT AT ALL	14	22	13	24	20	20
FAIRLY WELL TO PERFECTLY	86	78	87	75	80	80
<u>REENLISTMENT INTENTIONS:</u>						
NO, OR PROBABLY NO	30	36	14	21	4	7
YES, OR PROBABLY YES	69	61	86	77	78	79

* Columns may not add to 100 percent due to nonresponse and rounding

** Comparative sample of Direct Support career ladders surveyed in 1984 (includes AFSCs 231X2, 542X2, 545X2, 552XX, 566X1, 811XX)

FIGURE 2

DISTRIBUTION OF 753X0 FIRST-ENLISTMENT PERSONNEL
ACROSS SPECIALTY JOB GROUPS
(N=248)



Factors which may be used in evaluating training include: (1) the overall description of the job being performed by first-enlistment personnel and their distribution across specialty jobs; (2) percentages of first-job (1-24 months TAFMS) or first-enlistment (1-48 months TAFMS) members performing specific tasks or using certain weapons or equipment; and (3) training emphasis and task difficulty ratings (previously discussed in the Task Factor Administration section).

To assist specifically in the evaluation of the 753X0 Specialty Training Standard (STS) and Plan of Instruction (POI), technical school personnel from the Combat Arms Training and Maintenance School, Lackland AFB, Texas, matched job inventory tasks to appropriate sections of the AFS 753X0 STS and POI for Course L3ABR75330-001, Combat Arms Specialist. It was these matchings upon which comparisons to the training documents were based. It should be noted that comments and tables presented in this section pertaining to questionable elements (or lack of elements) in the training documents are intended to highlight what appear to be problem areas. A complete computer listing displaying the percent members performing tasks, training emphasis, and task difficulty ratings for each task, along with STS and POI matchings, has been forwarded to the technical school for its use in further detailed reviews of training documents. Summaries of the above-mentioned data and information are given below.

First-Enlistment Personnel

The majority of AFS 753X0 first-enlistment personnel instruct marksmanship fundamentals and perform other tasks concerning range operations, weapons safeguarding, and minor maintenance, performing an average of 260 tasks. These 248 respondents indicate their job duties and responsibilities predominantly fall within the functional areas of classroom instruction (40 percent) or range instruction (38 percent). First-enlistment personnel representation in these two areas is higher than any other experience group. (Figure 2 portrays the distribution of 1-48 months personnel across career ladders jobs described in the SPECIALTY JOBS section of this report.) The vast majority of these first-term incumbents fall within the COMBAT ARMS INSTRUCTION PERSONNEL CLUSTER (77 percent), as does the majority of the career field, indicating further the overall homogeneity across enlistment groups.

Table 13 displays some of the tasks performed in common by first-enlistment personnel, along with task difficulty data. Most of the tasks shown relate to the basic technical duties of the specialty, as well as what the SPECIALTY JOBS section depicted as the primary activity of junior Combat Arms Training and Maintenance personnel. As Table 13 shows, first-termers perform tasks ranging from slightly above average to below average in difficulty. The vast majority of 753X0 first-termers, however, perform jobs within the Combat Arms Instruction Personnel cluster, having the highest Job Difficulty Index (JDI=14.79) of all job groups identified in the SPECIALTY JOBS section of this report.

Data contained in Tables 14, 15, and 16 were compiled to display weapons trained and repaired, and precision tool items in use by first-termers, in response to requests for this information by technical school personnel.

TABLE 13
REPRESENTATIVE TASKS PERFORMED BY FIRST-ENLISTMENT PERSONNEL

TASKS	PERCENT MEMBERS PERFORMING (N=248)	TASK DIFF*
F194 FIRE REVOLVERS TO MAINTAIN PROFICIENCY	91	4.30
S1206 SCORE TARGETS	90	4.33
H317 CLEAR REVOLVERS	89	3.13
G241 CLEAR M16 SERIES WEAPONS	87	3.74
S1181 BRIEF RANGE SAFETY RULES	85	4.33
G265 PERFORM FIELD STRIP OF M16 SERIES WEAPONS	85	4.48
G251 INSTRUCT M16 SERIES WEAPONS FIRING POSITION	83	4.24
S1190 CONDUCT RANGE COMMANDS	82	4.82
G253 INSTRUCT M16 SERIES WEAPON LOADING AND CLEARING PROCEDURES	82	4.35
G268 PERFORM VISUAL INSPECTIONS OF M16 SERIES WEAPONS	81	4.18
R1180 TRANSPORT WEAPONS	79	4.00
S1199 INSPECT BARRELS FOR OBSTRUCTIONS	79	3.50
S1192 CONDUCT RIFLE PRACTICE FIRE PROCEDURES	77	4.91
F221 INSTRUCT SHOULDER-FIRED WEAPON FOLLOW-THROUGH	74	4.68
G273 REMOVE OR REPLACE BOLT CARRIER ON M16 SERIES WEAPONS	71	3.48
S1187 CONDUCT HANDGUN PRACTICE FIRE PROCEDURES	71	4.91
R1173 PLACE AMMUNITION WITHIN STORAGE FACILITIES	69	3.99
T1210 BUILD TARGET FRAMES	67	3.71
G243 INSTRUCT M16 .22 CALIBER CONVERSION KIT SIGHT ADJUSTMENTS	66	4.28
G307 REMOVE OR REPLACE SELECTOR LEVER ON M16 SERIES WEAPONS	62	4.67
H339 PERFORM PHYSICAL INSPECTION OF REVOLVERS USING INSPECTION TOOLS	59	4.96
L521 INSTRUCT M60 MACHINE GUN WEAPON SAFETY PROCEDURES	53	4.88
K480 REMOVE OR REPLACE BOLT ASSEMBLY ON M16 CONVERSION KITS	52	3.82
E149 PREPARE AF FORMS 1297 (TEMPORARY ISSUE RECEIPT)	52	3.42
L509 INSTRUCT M60 MACHINE GUN FIELD STRIPPING PROCEDURES	50	5.19
T1220 INSPECT FIRING POINT MARKINGS	47	3.82
F217 INSTRUCT PROCEDURES FOR USE OF CLEARING BARREL	47	3.74
R1170 PERFORM ALARM SYSTEMS TESTS	41	4.43
K469 ALIGN OR ADJUST M16 CONVERSION KIT PARTS	40	5.55

Average number of tasks performed - 260

* Task difficulty rating of 5.00 is average

TABLE 14

WEAPONS TRAINED BY 10 PERCENT OR MORE
FIRST-ENLISTMENT PERSONNEL
(PERCENT MEMBERS TEACHING)

<u>WEAPONS</u>	<u>PERCENT</u>
M15 REVOLVER	84
M16 RIFLE	80
M870 SHOTGUN	75
M16 .22 CALIBER CONVERSION KIT	73
M203 GRENADE LAUNCHER	73
M60 MACHINE GUN	69
M1911A .45 CALIBER PISTOL	45
GAU5A SUBMACHINE GUN	27
M79 GRENADE LAUNCHER	20
M12 SHOTGUN	19
.45 AUTOMATIC SERVICE GRADE PISTOL	12
M148 GRENADE LAUNCHER	11
M56 REVOLVER	10

TABLE 15

WEAPONS REPAIRED BY 10 PERCENT OR MORE
FIRST-ENLISTMENT PERSONNEL
(PERCENT MEMBERS REPAIRING)

<u>WEAPONS</u>	<u>PERCENT</u>
M16 RIFLE	77
M15 REVOLVER	75
M60 MACHINE GUN	74
M870 SHOTGUN	71
M16 .22 CALIBER CONVERSION KIT	70
M203 GRENADE LAUNCHER	67
M1911A1 .45 CALIBER PISTOL	44
GAU5A SUBMACHINE GUN	36
M79 GRENADE LAUNCHER	29
.45 AUTOMATIC SERVICE GRADE PISTOL	25
M12 SHOTGUN	22
M1 GARAND RIFLES	17
.45 AUTOMATIC MATCH GRADE PISTOL	17
M56 REVOLVER	15
M148 GRENADE LAUNCHER	14
AN-M8 FLARE PISTOL	10

TABLE 16

PRECISION TOOLS OR FIXTURES USED BY 10 PERCENT
OR MORE FIRST-ENLISTMENT PERSONNEL
(PERCENT MEMBERS USING)

<u>TOOLS OR FIXTURES</u>	<u>PERCENT</u>
M16 RIFLE HEADSPACE GAUGES	71
M16 RIFLE BARREL EROSION GAUGES	70
M16 RIFLE FIRING PIN PROTRUSION GAUGES	70
BENCH VICES	64
M60 COMBINATION WRENCHES	60
CENTER PUNCHES	61
SAFETY-WIRE PLIERS	56
M16 COMBINATION WRENCHES	54
TRIGGER PULL GAUGES	54
TORQUE WRENCHES	53
FEELER GAUGES	49
M16 RIFLE BARREL STRAIGHTNESS GAUGES	47
RUPTURED CASE EXTRACTORS	41
M16 RIFLE SIGHT ADJUSTMENT TOOLS	41
.22 CALIBER NONFERROUS CLEARING TOOLS	40
BARREL REMOVER FIXTURES	37
M15 REVOLVER HEADSPACE OR GO/NO-GO GAUGES	36
M60 FIRING PIN PROTRUSION GAUGES	36
DRIFT PUNCHES	34
M60 HEADSPACE GAUGES	33
M16 BARREL NUT ALIGNING RODS	28
PIN PUNCHES	28
COMBINATION SQUARE AND LEVELS	22
SOLDERING IRONS	22
WIRE STRIPPERS	22
HONER STONES	21
M60 FIRING PIN HOLE GAUGES	21
M60 MACHINE GUN GAS PORT TOOLS	21
.45 CALIBER BARREL BUSHING WRENCHES	19
M60 MACHINE GUN EXTRACT/EJECT REMOVAL TOOL	19
M203 GRENADE LAUNCHER FIRING PIN PROTRUSION GAUGES	17
M60 FIELD TEST BOLTS	15
M16 RIFLE HAMMER FIXTURES	11
M60 RECEIVER GAUGES	11
M203 WRENCH AND GAUGES	11

First-enlistment personnel are the most relevant reference for examining ABR training programs. Thus, this group is highlighted to provide a foundation for examination of career field training.

Training Emphasis and Task Difficulty Data

Secondary factor data in the form of training emphasis (TE) and task difficulty (TD) data can be used to provide information on training needs as perceived by experienced technicians within the specialty. Comparisons can then be made between this information and present training programs to determine if adjustments are needed.

To recap the previous discussion in the Task Factor Administration section of this report, 62 senior CATM NCOs provided TE ratings on each of the 1,239 tasks within the job inventory. Training emphasis ratings capture elements of task criticality by identifying which particular tasks require structured training for first-term personnel. These ratings resulted in an average rating of 2.98, with a standard deviation of 2.11. Thus, all tasks rated above 5.09 are considered high in training emphasis. Likewise, 43 senior technicians submitted TD ratings on inventory tasks, providing a relative measure of which tasks, when compared to other tasks in the inventory, are more or less difficult to learn. These ratings are standardized so average TD is 5.00, with a standard deviation of 1.00. Therefore, all tasks rated 6.00 or better are considered difficult within the 753X0 career ladder.

The objective of task factor data collection, coupled with percent members performing information, is to develop rank-ordered listings, contained in the TRAINING EXTRACT package, of those items which should be considered for first-enlistment training. For example, tasks receiving high ratings on both TE and TD, accompanied by moderate to high percentages of personnel performing, may warrant resident training. Those tasks receiving high task factor ratings, but low personnel performing percentages, may be more appropriately planned for OJT programs within the career field. Low task factor ratings may highlight tasks best left out of structured training for incoming 753X0 personnel; but, this decision must also be weighed against factors such as: (1) percent performing data, (2) command concerns, (3) criticality of the task to readiness or contingency planning, or (4) safety implications.

Table 17 lists the top 20 tasks which the previously discussed TE raters indicated were most important for first-enlistment training. These tasks are displayed as examples to illustrate the various types of data (such as percent performing, TD, and TE) that come into play when evaluating training documents. Even though the tasks in Table 17 are the highest rated tasks, according to TE ratings, there are many additional tasks which are also rated high in TE. These tasks, furnished in descending order of TE ratings, are provided as a computer listing in the TRAINING EXTRACT. These high TE tasks deal primarily with safety-oriented instruction of M-16 series weapons, revolvers, and M870 shotguns, and reflect large percentages of first-term personnel, as well as members of the total sample, performing them. This suggests that, on the whole, these tasks are well suited for some form of structured training.

TABLE 17

TOP 20 TASKS RATED HIGHEST IN TRAINING EMPHASIS

TASKS	TRAINING EMPHASIS	PERCENT MEMBERS PERFORMING		TASK DIFFICULTY	
		FIRST ENLISTMENT (N=248)	TOTAL SAMPLE (N=663)		
G254	INSTRUCT M16 SERIES WEAPON MALFUNCTIONS, STOPPAGES, IMMEDIATE ACTION, AND CORRECTIVE ACTIONS	7.52	79	73	5.40
H334	INSTRUCT REVOLVER WEAPON SAFETY PROCEDURES	7.29	77	73	4.61
H257	INSTRUCT M16 SERIES WEAPON SAFETY PROCEDURES	7.16	83	77	4.48
L521	INSTRUCT M60 MACHINE GUN WEAPON SAFETY PROCEDURES	7.08	53	56	4.88
J425	INSTRUCT M870 SHOTGUN WEAPON SAFETY PROCEDURES	7.05	61	62	4.22
H333	INSTRUCT REVOLVER TRIGGER CONTROL PROCEDURES	6.97	77	73	5.01
G253	INSTRUCT M16 SERIES WEAPON LOADING AND CLEARING PROCEDURES	6.95	82	76	4.35
H327	INSTRUCT REVOLVER MALFUNCTIONS, STOPPAGES, IMMEDIATE ACTIONS, AND CORRECTIVE ACTIONS				
G261	INSTRUCT M16 SERIES WEAPON TRIGGER CONTROL PROCEDURES	6.95	72	70	4.87
L491	CLEAR M60 MACHINE GUNS	6.92	82	76	4.96
L513	INSTRUCT M60 MACHINE GUN MALFUNCTIONS, STOPPAGES, IMMEDIATE ACTIONS, AND CORRECTIVE ACTIONS	6.92	73	70	4.74
G265	PERFORM FIELD STRIP OF M16 SERIES WEAPONS	6.92	49	54	6.10
G250	INSTRUCT M16 SERIES WEAPON DISASSEMBLY AND ASSEMBLY PROCEDURES	6.90	85	80	4.48
F194	FIRE REVOLVERS TO MAINTAIN PROFICIENCY	6.89	78	73	5.10
G259	INSTRUCT M16 SERIES WEAPON SIGHT ALIGNMENT PROCEDURES	6.84	91	90	4.30
H326	INSTRUCT REVOLVER LOADING AND CLEARING PROCEDURES	6.84	82	77	4.57
H332	INSTRUCT REVOLVER SIGHT ALIGNMENT PROCEDURES	6.82	75	72	4.16
H317	CLEAR REVOLVERS	6.81	77	73	4.39
H331	INSTRUCT REVOLVER SIGHT ALIGNMENT PROCEDURES	6.79	89	85	3.13
F190	FIRE M16 SERIES WEAPONS TO MAINTAIN PROFICIENCY	6.77	77	73	4.42
		6.76	88	85	4.20

NOTE: Average task training emphasis rating is 2.98; with SD of 2.11

Altogether, 333 (roughly one-fourth) of the 1,239 inventory tasks are rated high in TE and should be reviewed in-depth with the total data package by technical school personnel.

Specialty Training Standard (STS)

A comprehensive review of STS 753X0, dated July 1983, compared STS elements to survey data. STS paragraphs containing general information or subject-matter knowledge requirements were not evaluated. Several task performance areas of the STS, however, do require some discussion. As it stands, the STS lends itself to ambiguous interpretation by training personnel and subject-matter specialists. As a result, broad generalizations, overlapping, and redundancy are observed in the analysis of some STS paragraphs and subparagraphs matched to inventory tasks. For instance, STS subparagraph 5J PRESENT INSTRUCTION, with 139 tasks matched to it, overlaps with the "instruct" subparagraphs related to specific weapon types throughout the STS. In addition, the distinction between words such as "instruct" and "perform" is not clear, since job inventory tasks are referenced interchangeably between STS line items containing these terms (see STS subparagraphs 9I, 9J). Furthermore, STS elements dealing with INSTRUCT or PERFORM BREATH CONTROL and WEAPON DESTRUCTION techniques are consistently and exclusively matched to the same tasks, F202 (Instruct ammunition or weapon destruction techniques to avoid enemy use) and F203 (Instruct breath control techniques), respectively, regardless of weapon type. Although retention of a reference to these functions in the STS appears justified, it is suggested that subject-matter specialists and training personnel evaluate the discrepancies in levels of specificity of the STS. It may be more appropriate to list broad areas in the STS, such as BREATH CONTROL or WEAPON DESTRUCTION under generic paragraphs and leave the more detailed entries under weapon-specific paragraphs (see STS subparagraph 13B and matching tasks).

In the analysis of tasks not referenced to the STS, none of the tasks which grouped around specific functional areas were identified as jobs in the SPECIALTY JOBS section. Many unmatched tasks, rated average to high in training emphasis and performed by 20 percent or more first-enlistment, 5-, or 7-skill level personnel, center around conducting practice fire or dry fire procedures (range operations) with commonly used ground weapons and performing maintenance or safety functions on two weapons in particular--M12 shotguns and M79 grenade launchers (see Table 18). While we do not recommend inclusion in the STS weapons that are being phased out and replaced with state-of-the-art weapon systems, training personnel should be aware that field personnel still indicate some current activity in the use of these weapons. Finally, due to the format of the current STS, areas related to supervision and training are included in the list of tasks not referenced but showing substantial percentages of members performing. The above areas should be thoroughly reviewed for possible inclusion in the next revision of the STS. (Additional tasks not referenced can be found at the end of the STS computer printout in the AFS 753X0 TRAINING EXTRACT.)

TABLE 18

SELECTED TASKS PERFORMED AND NOT REFERENCED TO 753X0 STS
(20 PERCENT OR MORE PERFORMING)

TASKS	TNG EMPH*	PERCENT MEMBERS PERFORMING					TASK DIFF
		1ST JOB	1ST ENL	5-SKILL LEVEL	7-SKILL LEVEL		
S1192	6.08	83	77	74	74	4.91	
S1186	5.79	83	73	70	67	4.60	
S1194	5.79	60	54	63	64	4.74	
S1191	5.77	79	72	69	66	4.59	
S1189	5.76	55	52	60	56	5.48	
S1182	5.11	38	38	46	45	4.93	
S1193	4.98	44	42	49	50	4.39	
A20	3.85	10	12	28	55	6.42	
J416	3.73	17	17	20	19	4.29	
A8	3.69	25	23	32	67	5.84	
A9	3.55	21	20	29	65	5.74	
J405	3.37	25	23	24	23	4.19	
J441	3.27	18	18	22	22	4.19	
M608	3.26	9	12	19	22	4.22	
M593	3.24	15	15	25	26	3.37	
J435	3.21	18	19	21	19	5.32	
F166	3.11	17	16	21	39	4.00	
M605	3.00	8	11	18	22	4.31	
M614	3.00	15	17	26	29	4.14	
M603	2.98	7	11	18	22	4.33	

* Task training emphasis rating of 2.98 is average; with SD of 2.11

Discussion of proficiency codes are deferred due to the dated format of the current STS, although very few paragraphs in the STS with task performance proficiency codes assigned do not have inventory tasks matched to them (see Table 19).

Overall, the STS provides comprehensive coverage of the significant jobs performed by substantial percentages of CATM personnel in the field, with survey data supporting the significant paragraphs and subparagraphs.

Plan of Instruction (POI)

Based on previously mentioned assistance from technical school subject-matter specialists in matching inventory tasks to the 3ABR75330 POI, dated July 1984, a computer product was generated displaying the results of that matching process. Information furnished includes task TE and TD ratings, as well as percent members performing data for first-job (1-24 months TAFMS) and first-enlistment (1-48 months TAFMS) personnel.

Most POI blocks and objectives appear to be supported by survey data, based on Training Decision Criteria outlined in AFR 8-13/ATC Supplement 1/Attachment 3, wherein percent members performing, TE, and TD data are analyzed to determine justification or nonjustification of current ABR training. Several areas of the course, however, may warrant further consideration. First, those POI objectives relating to the identification and correction of shooter errors during practice fire with various weapons, such as M15 revolvers (I 3N), M16 rifles (I 4K), M203 grenade launchers (I 6J), and M870 shotguns (I 8K), and accounting for a total of 26 hours of course time, are not supported by matched inventory tasks. The lack of obviously supportive data centering around coaching techniques per se may be more of a semantic problem than a training problem. There appears to be a subtle difference in perception among subject-matter specialists between the terms "instruct" and "coach." Volume I of CDC 75350, dated July 1979, page 35, refers to coaching as a combined demonstration-performance method that involves observing and correcting by first, instructor to student, then student to fellow student. Conceivably, the act of "instructing" subsumes the act of "coaching." The job inventory tasks were written as "instruct" tasks based on this rationale. Hence, those tasks beginning with the word "instruct" also pertain to coaching techniques in the assessment of activities, such as trigger control procedures, sight picture/sight alignment procedures, and firing positions for the aforementioned weapons. Relevant "instruct" tasks should be strongly considered by training personnel as appropriate justification for those POI objectives enumerated above.

Additional objectives which do not have any matched inventory tasks center around use of sighting and aiming bars with M15 revolvers (I 30) and triangulation kits with M16 rifles (I 4L). All of the POI areas with no matched tasks should be reviewed to determine their essentiality for CATM personnel.

TABLE 19
STS ELEMENTS WITHOUT MATCHING TASKS

STS ELEMENTS	PROFICIENCY CODES		
	3-SKILL LEVEL	5-SKILL LEVEL	7-SKILL LEVEL
6I(1)(B) INSTRUCT USE OF TRIANGULATION KIT ON M15	2B/-	3C	3C
6J(1)(A) PERFORM USE OF SIGHTING/AIMING BAR ON M15	3B	3C	4C
9J(2) PERFORM BREATH CONTROL; M870	2B	3C	4C
12H(9) INSTRUCT DISASSEMBLY AND ASSEMBLY; 1911A1	2B/-	3C	4C
12J(1)(A) PERFORM USE OF SIGHTING AND AIMING BAR; 1911A1	3B/-	3C	4C
12K(2) FIRE 1911A1 PISTOL; ZERO	2B/-	3C	3C

One area of the POI, dealing with development of criterion objectives for lessons (II 1A), was matched to a single task which does not meet percent members performing or TE criteria to support ABR training for that objective; however, the task is rated exceptionally high in difficulty (7.17). This provides further indication that training personnel should consider perceptions of subject-matter experts in the field when evaluating the appropriateness of matched tasks to training documents.

An exceptionally large number of tasks performed by 30 percent or more of 1-48 TAFMS personnel and receiving high TE ratings are not matched to any portion of the entry course POI. Table 20 displays some of these tasks, along with recommendations for types of training for the course developer's review. Similar to some of the tasks not referenced to STS items, many of these tasks not matched to POI objectives involved weapons dry fire or practice fire procedures (range operations). Also, numerous weapons maintenance tasks rated high in TE and TD and having greater than 30 percent of the target group members performing, are not matched to any POI sections. Based on the likelihood of performance by such large percentages of first-term personnel, the "tasks not referenced" section of the computer printout should be reviewed in depth to determine whether tasks should be added to resident training, the CDC, or OJT.

Summary

Overall, the 3ABR75330 POI seems to capture the core job of marksmanship fundamentals instruction and weapons maintenance performed by the vast majority of first-enlistment personnel. Minor revisions stemming from individual perceptions or semantics, as discussed in those areas previously described, should be considered to lessen ambiguity. Above all, a large number of tasks not referenced, particularly those involving weapons maintenance and range operations, reflect substantial percentages of first-enlistment personnel performing these functions. In addition, subject-matter experts show a consensus that indeed these tasks require some form of structured training; therefore, they should be evaluated accordingly.

ANALYSIS OF MAJOR COMMAND DIFFERENCES

Another dimension along which jobs performed by individuals may vary is across major commands (MAJCOM). As a result, tasks performed and background data for personnel of the MAJCOMs with the largest 753X0 populations were examined. Responses from the following MAJCOMs were examined--Air Training Command (ATC), Strategic Air Command (SAC), Tactical Air Command (TAC), Military Airlift Command (MAC), United States Air Forces in Europe (USAFE), Air Force Logistics Command (AFLC), and Pacific Air Forces (PACAF).

Table 21 provides a listing of each MAJCOM and the percentage of time members report spending on each duty. Generally, the largest percentages of duty time and 753X0 resources (better than 40 percent performing) in each

TABLE 20

SELECTED TASKS WITH HIGH TRAINING EMPHASIS* NOT REFERENCED TO POI 753X0
(30 PERCENT OR MORE PERFORMING)

TASKS	TNG EMPH	PERCENT MEMBERS PERFORMING		TASK DIFF
		1-24 MONTHS TAFMS	1-48 MONTHS TAFMS	
**S1183 CONDUCT COURSES OF FIRE	6.47	89	86	5.18
**S1181 BRIEF RANGE SAFETY RULES	6.45	91	86	4.33
**S1203 OPERATE RANGE TOWER	6.34	76	76	5.06
**S1190 CONDUCT RANGE COMMANDS	6.29	84	82	4.82
**S1192 CONDUCT RIFLE PRACTICE FIRE PROCEDURES	6.08	83	77	4.91
**S1187 CONDUCT HANDGUN PRACTICE FIRE PROCEDURES	6.03	77	71	4.91
**G281 REMOVE OR REPLACE EJECTOR ON M16 SERIES WEAPONS	6.00	50	47	4.61
**R1163 INVENTORY WEAPONS	5.92	77	73	4.79
- G304 REMOVE OR REPLACE REAR SIGHT ASSEMBLY ON M16 SERIES WEAPONS	5.87	45	42	5.01
**R1162 INVENTORY AMMUNITION	5.87	66	64	5.17
**J434 PERFORM DETAIL STRIP OF M870 SHOTGUNS	5.86	62	53	6.17
**S1186 CONDUCT HANDGUN DRY FIRE PROCEDURES	5.79	83	73	4.60
**S1189 CONDUCT MACHINE GUN PRACTICE FIRE PROCEDURES	5.76	55	52	5.48
- F199 FIRE 1911A1 PISTOLS TO MAINTAIN PROFICIENCY	5.73	46	43	5.09
**S1185 CONDUCT GRENADE LAUNCHER PRACTICE FIRE PROCEDURES	5.71	56	52	4.76
- J445 REMOVE OR REPLACE BREECH BOLT ASSEMBLY COMPONENTS ON M870 SHOTGUNS				
- L487 ALIGN OR ADJUST M60 MACHINE GUN PARTS USING STANDARD TOOLS	5.64	52	46	5.31
- I378 PERFORM FIELD STRIP OF 1911A1 PISTOLS	5.64	40	38	5.95
**R1164 ISSUE AMMUNITION	5.63	43	41	5.24
**G266 PERFORM FUNCTION FIRE INSPECTIONS OF M16 SERIES WEAPONS	5.61	78	73	4.29
**R1177 SECURE WEAPONS IN STORAGE FACILITIES	5.48	72	65	4.57
	5.47	69	66	4.12

* Task training emphasis rating of 2.98 is average; with SD of 2.11

** Recommended for task knowledge and performance training

- Recommended for task knowledge training only

TABLE 21

PERCENTAGE OF TIME SPENT ON DUTIES BY 753X0 MAJCOM GROUPS

DUTIES	ATC (N=162)	SAC (N=155)	TAC (N=142)	MAC (N=70)	USAF (N=64)	AFLC (N=21)	PACAF (N=19)
A ORGANIZING AND PLANNING	5	3	3	4	4	3	6
B DIRECTING AND IMPLEMENTING	4	2	3	2	2	2	3
C PERFORMING ORGANIZATIONAL FUNCTIONS	2	2	2	2	2	1	2
D PERFORMING TRAINING AND RELATED FUNCTIONS	5	3	3	3	3	2	3
E PERFORMING ADMINISTRATIVE FUNCTIONS	9	5	6	4	6	5	5
F PERFORMING GENERAL COMBAT ARMS INSPECTIONS, TRAINING, OR MAINTENANCE	10	10	11	10	10	9	10
G PERFORMING M16 SERIES WEAPON INSPECTIONS, TRAINING, OR MAINTENANCE	13	16	17	16	17	17	15
H PERFORMING REVOLVER INSPECTIONS, TRAINING, OR MAINTENANCE	6	9	8	11	10	12	10
I PERFORMING 1911A1 PISTOL INSPECTIONS, TRAINING, OR MAINTENANCE	1	3	2	2	4	3	3
J PERFORMING SHOTGUN INSPECTIONS, TRAINING, OR MAINTENANCE	2	8	4	6	5	8	6
K PERFORMING M16 CONVERSION KIT INSPECTIONS OR MAINTENANCE	2	3	4	4	3	4	3
L PERFORMING M60 MACHINE GUN AND ACCESSORY INSPECTIONS, TRAINING, OR MAINTENANCE	12	13	12	11	10	10	11
M PERFORMING M79 GRENADE LAUNCHER INSPECTIONS, TRAINING, OR MAINTENANCE	*	1	1	1	*	2	*
N PERFORMING M203 GRENADE LAUNCHER INSPECTIONS, TRAINING, OR MAINTENANCE	4	5	3	4	4	4	4
O PERFORMING M148 GRENADE LAUNCHER INSPECTIONS, TRAINING, OR MAINTENANCE	*	1	*	1	1	*	2
P PERFORMING MK19 40MM MACHINE GUN INSPECTIONS, TRAINING, OR MAINTENANCE	1	*	*	*	*	*	*
Q PERFORMING INSPECTIONS, TRAINING, OR MAINTENANCE ON ADDITIONAL WEAPONS	1	1	1	1	2	*	*
R CONTROLLING AND SAFEGUARDING WEAPONS AND AMMUNITION	11	6	7	7	6	7	7
S PERFORMING RANGE OPERATIONS	9	6	7	7	7	7	8
T PERFORMING RANGE MAINTENANCE	3	3	5	4	3	4	2

* Less than 1 percent

MAJCOM are committed to providing marksmanship training on M16 series weapons. While the overall jobs performed across the various MAJCOMs were similar, some variations were identified.

ATC personnel reflect the most notable differences in the overall job performed. While there are no appreciable variances in paygrade distribution across MAJCOMs (average paygrades of E-4 or E-5), ATC maintains the largest concentration of 5- and 7-skill level personnel (91 percent of ATC's survey sample) yet, indicates the lowest average number of tasks performed (169) across MAJCOMs. In addition, personnel assigned to ATC spend less time than other MAJCOMs on subdepot maintenance functions of such weapons as M16 rifles and conversion kits, revolvers, and M870 shotguns. On the other hand, SAC respondents indicate better than 30 percent members performing M12 shotgun marksmanship instruction and maintenance as compared to less than 30 percent performing across the remaining MAJCOMs. These data support the findings discussed previously in the TRAINING ANALYSIS section of this report. Functional groupings of instruction tasks covering the M12 shotgun is one of the areas having large percentages of members responding in the tasks not referenced section of the Specialty Training Standard (STS).

In terms of job satisfaction, better than 70 percent of respondents at each MAJCOM find their job interesting. ATC personnel indicate slightly lower satisfaction than other MAJCOMs in the areas of utilization of talents and training. Reenlistment intentions are high, with better than 70 percent affirmative responses across MAJCOMs. No other significant job satisfaction differences are noted for the MAJCOM groups.

ANALYSIS OF CONUS VERSUS OVERSEAS GROUPS

Comparisons were made of the tasks performed and background data for the 301 DAFSC 75350 personnel assigned to the continental United States (CONUS) versus the 50 DAFSC 75350 airmen in the sample assigned to overseas (OS) locations. Review of the tasks and duties performed by the two groups indicates no major difference in the overall jobs performed. As discussed previously in the MAJCOM group comparison section, the primary job of CONUS and overseas 5-skill level personnel centers around providing marksmanship training on the M16 rifle. The overseas sample, averaging 78 months TAFMS, as compared to CONUS personnel with 63 months TAFMS, performs a more expansive job (366 average tasks) than CONUS personnel (290 average tasks). In addition to providing M16 rifle marksmanship training, larger percentages of overseas 5-skill level incumbents perform administrative functions such as:

- maintain technical order files
- maintain administrative files
- maintain general purpose checklists
- initiate AF Forms 332 (Base Civil Engineering Work Request)

There are no appreciable differences between the two groups in weapons repaired or trained. The majority of overseas 5-skill level personnel (82 percent), however, provide weapons training on firing ranges having 21 or fewer firing points, while their CONUS counterparts nearly equally utilize larger and smaller firing ranges.

Review of the job satisfaction indicators of job interest and perceived utilization of talent and training are very similar (positive responses around 75 percent for job interest and utilization of talents, over 80 percent for perceived utilization of training). Positive intentions to remain in the Air Force are reported by 76 percent of the CONUS respondents and 86 percent of the overseas personnel.

COMPARISON OF CURRENT SURVEY TO PREVIOUS SURVEY

The results of this survey were compared to those of the last occupational survey of the Combat Arms Training and Maintenance career ladder published in December 1979 (Report Number: AFPT 90-753-160). The last survey was based on a smaller sample of 391 members of the then Small Arms career ladder and 13 members of the Gunsmith career ladder, versus 663 CATM members in the 1985 survey. The Gunsmith career ladder is not included in the current survey.

Table 22 displays the comparison of the career ladder structure applicable to most 753X0 personnel in 1985 and the structure found in the 1979 sample. Although jobs identified in the two surveys were remarkably consistent, two groups found in the current study could not be linked to 1979 groups. Identifiable groups of Weapons Field Maintenance personnel and M-60 Machine Gun Instructors in the present survey may indicate an emerging degree of specialization in ground weapons marksmanship training and maintenance in view of the expanding mission of CATM organizations.

Review of the comparisons of job satisfaction indicators by TAFMS groups displayed in Table 23 reflect the percentages for 1985 groups are higher across the board. The higher percentage regarding favorable considerations for reenlistment by first-term personnel are particularly gratifying, since high retention rates of first-enlistment members build field experience levels and relieve pressure on the ABR course training programs.

Concerning analysis of training documents, the POI in particular, one area of consideration was identified in the 1979 survey and again in the current survey. Functionally grouped tasks centering around range operations continue to show substantial numbers of first-term personnel performing. Furthermore, subject-matter specialists are consistent in rating these tasks above average in TE. These tasks should be strongly considered for inclusion in future modifications of the POI. The recommendation of the previous OSR to examine the possibility of including ABR training on the M203 grenade launcher and the M-60 machine gun, accurately identified a trend towards increased usage of these weapons by first-term personnel.

TABLE 22

COMPARISON OF CLUSTERS AND INDEPENDENT JOB TYPES BETWEEN SURVEYS

1985 SURVEY (N=663)	PERCENT OF SAMPLE	1979 SURVEY (N=391)	PERCENT OF SAMPLE
COMBAT ARMS INSTRUCTION PERSONNEL CLUSTER	72 2	SMALL ARMS INSTRUCTION PERSONNEL CLUSTER	68
RANGE OPERATIONS SUPERVISORS (IJT)			
INITIAL MARKSMANSHIP TRAINING PERSONNEL CLUSTER	5	MARKSMANSHIP RANGE PERSONNEL CLUSTER SPECIALIZED TECHNICAL TRAINING RANGE INSTRUCTORS (IJT)	13
			1
ARMORY PERSONNEL CLUSTER	6	ARMORY PERSONNEL CLUSTER	7
CATM PROGRAM MANAGERS (IJT)	2	MARKSMANSHIP MANAGERS (IJT)	4
WEAPONS FIELD MAINTENANCE PERSONNEL (IJT)	1		
M-60 MACHINE GUN INSTRUCTORS (IJT)	4		

TABLE 23

COMPARISON OF JOB SATISFACTION INFORMATION FOR TAFMS GROUPS BETWEEN SURVEYS
(PERCENT MEMBERS RESPONDING)

JOB SATISFACTION INFORMATION	1-48 MONTHS		49-96 MONTHS		97+ MONTHS	
	1985 (N=248)	1979 (N=85)	1985 (N=161)	1979 (N=112)	1985 (N=251)	1979 (N=176)
JOB FAIRLY INTERESTING OR BETTER	89	87	91	84	89	81
TALENTS UTILIZED FAIRLY WELL OR BETTER	73	53	83	71	82	51
TRAINING UTILIZED FAIRLY WELL OR BETTER	86	66	87	53	80	51
FAVORABLY CONSIDERING REENLISTMENT	69	55	86	62	78	67

Skill level and TAFMS groups were comparable following an atypical progression in which many technical functions were retained at the 9-skill level and by career enlistment personnel, adding to the continued homogeneity of the career ladder. Likewise, 1985 survey respondents provide marksmanship training and maintenance on essentially the same primary weapons as members of the 1979 survey. Overall, the career field appears stable.

IMPLICATIONS

One of the objectives for conducting this study was to obtain current data to assist training personnel in the evaluation and management of training programs for the CATM career ladder. Occupational survey data indicate the jobs within this career ladder are highly similar. Technical tasks involving weapons marksmanship training and maintenance are performed by virtually all 753X0 personnel, regardless of background differences, such as relative experience levels and skill levels. The trend toward homogeneity in this stable career ladder is now beginning to show some slight evidence of specialization in comparison to the previous survey. This may be due in part to the growing mission requirements recently assumed by CATM units or the attempts to provide some standardization in training programs.

Training is the crux of the CATM career ladder, with the majority of personnel identified under the "instruction" jobs described in the SPECIALTY JOBS section of this report. Examination of the STS revealed some discrepancies in levels of specificity; some areas overgeneralized, while others were extremely detailed. Lending further to possible ambiguity of the STS and POI for practical application were the subtle perceptual distinctions between the activities of instruct, perform, and coach. Clear distinctions between these terms or a suggestion that the terms are synonymous, at least in the training context, would clarify and simplify pertinent areas of 753X0 training documents. In addition, the substantial number of tasks not referenced to STS paragraphs or POI objectives located in the TRAINING ANALYSIS EXTRACT also require close review for possible course adjustment.

Review of the write-in comments by a relatively large percentage of respondents indicates discontent centered around personnel utilization and usage of M16 .22 caliber conversion kits for training purposes. Unhappiness regarding personnel utilization is attributed to members performing non-AFSC-related jobs for extended periods during range repairs or construction. Personnel in the field contend that M16 .22 caliber conversion kits are hazardous and prolong training time due to excessive malfunctions and stoppages during firing. Concerns for safety are of utmost importance in effective training and should be given high priority for evaluation by career ladder managers. It would appear that a utilization and training workshop for this career ladder is needed to allow MAJCOM representatives, the Air Force functional manager, and training personnel to address these issues.

In the discussion of the specialty jobs identified in this analysis, attention was drawn to the extremely low job satisfaction indicators for the Initial Marksmanship Training Personnel cluster. Although this cluster represents only 6 percent of the first-enlistment job force and 5 percent of the sample population, continued irritants, based on perceived lack of ability to perform the job for which one was trained, may harbor a potentially serious morale problem for the total 753X0 work force. While current reenlistment rates are exceptionally good, this situation could result in retention and manning problems in the future. Career ladder managers and field supervisory personnel must be aware of this dissatisfaction and make concerted efforts to devise measures to arrest this negative job perception at an early stage.

APPENDIX A
SELECTED REPRESENTATIVE TASKS
FOR
CAREER LADDER STRUCTURE GROUPS

TABLE A1

GROUP ID NUMBER AND TITLE: GRP068, COMBAT ARMS INSTRUCTION PERSONNEL
CLUSTER

GROUP SIZE: 480

PERCENT OF SAMPLE: 72%

AVERAGE GRADE: E-4

AVERAGE TICF: 48 MONTHS

AVERAGE TAFMS: 81 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
G251 INSTRUCT M16 SERIES WEAPON FIRING POSITIONS	99
G253 INSTRUCT M16 SERIES WEAPON LOADING AND CLEARING PROCEDURES	98
H333 INSTRUCT REVOLVER TRIGGER CONTROL PROCEDURES	98
G255 INSTRUCT M16 SERIES WEAPON NOMENCLATURE	97
F194 FIRE REVOLVERS TO MAINTAIN PROFICIENCY	97
G254 INSTRUCT M16 SERIES WEAPON MALFUNCTIONS, STOPPAGES, IMMEDIATE ACTIONS, AND CORRECTIVE ACTIONS	96
H322 INSTRUCT REVOLVER CHARACTERISTICS	96
F203 INSTRUCT BREATH CONTROL TECHNIQUES	95
H327 INSTRUCT REVOLVER MALFUNCTIONS, STOPPAGES, IMMEDIATE ACTIONS, AND CORRECTIVE ACTIONS	95
F207 INSTRUCT HANDGUN FOLLOW-THROUGH	94
F190 FIRE M16 SERIES WEAPONS TO MAINTAIN PROFICIENCY	93
H329 INSTRUCT REVOLVER OPERATIONS AND FUNCTIONS	92
F219 INSTRUCT RIFLE HOLDING TECHNIQUES	91
F221 INSTRUCT SHOULDER-FIRED WEAPON FOLLOW-THROUGH	91
F175 EVALUATE RIFLE PREVENTIVE MAINTENANCE PROFICIENCY, SUCH AS CARE AND CLEANING	90
F237 TAG WEAPONS FOR SERVICEABILITY OR UNSERVICEABILITY	88
F202 INSTRUCT AMMUNITION OR WEAPON DESTRUCTION TECHNIQUES TO AVOID ENEMY USE	87
G244 INSTRUCT M16 SERIES WEAPON AMMUNITION CARE, HANDLING, AND PRESERVATION PROCEDURES	86
J436 PERFORM FIELD STRIP OF M870 SHOTGUNS	85
F176 EVALUATE RIFLE RECORD FIRE	84
F191 FIRE M203 GRENADE LAUNCHERS TO MAINTAIN PROFICIENCY	83
J407 CLEAR M870 OR M12 SHOTGUNS	82
F178 EVALUATE SHOTGUN RECORD FIRE	79
N653 PERFORM VISUAL INSPECTION OF M203 GRENADE LAUNCHERS	79
N637 INSTRUCT M203 GRENADE LAUNCHER LOADING AND CLEARING PROCEDURES	77
F208 INSTRUCT HANDGUN PENCIL SHOT DRILLS	75
F180 EVALUATE TRAINING PROFICIENCY ON CLEARING HANDGUN STOPPAGES ON FIRING LINE	74
F169 EVALUATE GRENADE LAUNCHER PREVENTIVE MAINTENANCE PRO- FICIENCY, SUCH AS CARE AND CLEANING	73

TABLE A2

GROUP ID NUMBER AND TITLE: GRP147, GROUP A COMBAT ARMS INSTRUCTORS
 GROUP SIZE: 326 PERCENT OF SAMPLE: 49%
 AVERAGE GRADE: E-4 AVERAGE TICF: 52 MONTHS
 AVERAGE TAFMS: 87 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
H334 INSTRUCT REVOLVER WEAPON SAFETY PROCEDURES	99
G261 INSTRUCT M16 SERIES WEAPON TRIGGER CONTROL PROCEDURES	99
G255 INSTRUCT M16 SERIES WEAPON NOMENCLATURE	98
S1183 CONDUCT COURSES OF FIRE	98
S1207 SECURE RANGE EQUIPMENT, SUCH AS TARGETS OR FLAGS	98
G240 CLEAN M16 SERIES WEAPONS	98
G267 PERFORM PHYSICAL INSPECTIONS OF M16 SERIES WEAPONS USING INSPECTION TOOLS	96
G277 REMOVE OR REPLACE CHARGING HANDLE ASSEMBLY ON M16 SERIES WEAPONS	96
G273 REMOVE OR REPLACE BOLT CARRIER ON M16 SERIES WEAPONS	94
F219 INSTRUCT RIFLE HOLDING TECHNIQUES	94
G244 INSTRUCT M16 SERIES WEAPON AMMUNITION CARE, HANDLING, AND PRESERVATION PROCEDURES	94
J422 INSTRUCT M870 SHOTGUN MALFUNCTIONS, STOPPAGES, IMMEDIATE ACTIONS, AND CORRECTIVE ACTIONS	93
G285 REMOVE OR REPLACE EXTRACTOR ON M16 SERIES WEAPONS	93
G279 REMOVE OR REPLACE DISCONNECTOR ON M16 SERIES WEAPONS	93
H338 PERFORM FUNCTION FIRE OF REVOLVERS	92
L490 CLEAN M60 MACHINE GUNS	91
G283 REMOVE OR REPLACE EJECTOR PORT COVER ASSEMBLY OR COMPO- NENTS ON M16 SERIES WEAPONS	90
G266 PERFORM FUNCTION-FIRE INSPECTIONS OF M16 SERIES WEAPONS	90
G310 REMOVE OR REPLACE TAKE-DOWN PIN ON M16 SERIES WEAPONS	90
F176 EVALUATE RIFLE RECORD FIRE	89
G269 REMOVE OR REPLACE AUTOMATIC SEAR ON M16 SERIES WEAPONS	88
G306 REMOVE OR REPLACE RECEIVER PIVOT PIN ON M16 SERIES WEAPONS	87
G293 REMOVE OR REPLACE FRONT SLING SWIVEL ON M16 SERIES WEAPONS	87
G243 INSTRUCT M16 .22 CALIBER CONVERSION KIT SIGHT ADJUSTMENTS	86
H339 PERFORM PHYSICAL INSPECTION OF REVOLVERS USING INSPECTION TOOLS	86
G274 REMOVE OR REPLACE BOLT CATCH ASSEMBLY COMPONENTS ON M16 SERIES WEAPONS	85
G300 REMOVE OR REPLACE MAGAZINE CATCH ASSEMBLY COMPONENTS ON M16 SERIES WEAPONS	85
G305 REMOVE OR REPLACE REAR SLING SWIVEL ON M16 SERIES WEAPONS	84
F206 INSTRUCT GRENADE LAUNCHER AMMUNITION TYPES	83

TABLE A3

GROUP ID NUMBER AND TITLE: GRP076, GROUP B COMBAT ARMS INSTRUCTORS
 GROUP SIZE: 98 PERCENT OF SAMPLE: 15%
 AVERAGE GRADE: E-3 AVERAGE TICF: 27 MONTHS
 AVERAGE TAFMS: 41 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
G251 INSTRUCT M16 SERIES WEAPON FIRING POSITIONS	100
G257 INSTRUCT M16 SERIES WEAPON SAFETY PROCEDURES	99
G259 INSTRUCT M16 SERIES WEAPON SIGHT ALIGNMENT PROCEDURES	98
G260 INSTRUCT M16 SERIES WEAPON SIGHT PICTURE PROCEDURES	97
G253 INSTRUCT M16 SERIES WEAPON LOADING AND CLEARING PROCEDURES	97
G241 CLEAR M16 SERIES WEAPONS	96
G265 PERFORM FIELD STRIP OF M16 SERIES WEAPONS	96
H330 INSTRUCT REVOLVER SIGHT ADJUSTMENTS	96
S1206 SCORE TARGETS	95
S1181 BRIEF RANGE SAFETY RULES	93
S1183 CONDUCT COURSES OF FIRE	92
S1207 SECURE RANGE EQUIPMENT, SUCH AS TARGET OR FLAGS	90
F203 INSTRUCT BREATHER CONTROL TECHNIQUES	90
F221 INSTRUCT SHOULDER-FIRED WEAPON FOLLOW-THROUGH	89
F219 INSTRUCT RIFLE HOLDING TECHNIQUES	88
S1190 CONDUCT RANGE COMMANDS	87
E116 INITIATE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	87
S1208 SECURE RANGE FACILITIES	85
G297 REMOVE OR REPLACE HANDGUARDS ON M16 SERIES WEAPONS	85
S1186 CONDUCT HANDGUN DRY FIRE PROCEDURES	84
R1157 GUARD AMMUNITION OR WEAPONS	82
S1187 CONDUCT HANDGUN PRACTICE FIRE PROCEDURES	82
S1191 CONDUCT RIFLE DRY FIRE PROCEDURES	79
S1203 OPERATE RANGE TOWER	77
T1230 PERFORM GROUNDS MAINTENANCE	76
R1165 ISSUE WEAPONS	74
K470 CLEAN M16 CONVERSION KITS	73
F237 TAG WEAPONS FOR SERVICEABILITY OR UNSERVICEABILITY	73
G288 REMOVE OR REPLACE FIRING PIN ON M16 SERIES WEAPONS	72
K477 REMOVE OR INSTALL CONVERSION KITS ON M16 RIFLES	70
H337 PERFORM FIELD STRIP OF REVOLVERS	70
G277 REMOVE OR REPLACE CHARGING HANDLE ASSEMBLY ON M16 SERIES WEAPONS	69
K471 LUBRICATE M16 CONVERSION KITS	68
G246 INSTRUCT M16 SERIES WEAPON AMMUNITION TYPES	67
K476 PERFORM VISUAL INSPECTION OF M16 CONVERSION KITS	66
K473 PERFORM FIELD STRIP OF M16 CONVERSION KITS	66

TABLE A4

GROUP ID NUMBER AND TITLE: GRP134, NCOICs AND ASSISTANT NCOICs CATM UNIT
 GROUP SIZE: 26 PERCENT OF SAMPLE: 4%
 AVERAGE GRADE: E-6 AVERAGE TICF: 81 MONTHS
 AVERAGE TAFMS: 158 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
E114 INITIATE AF FORMS 522 (SMALL ARMS MARKSMANSHIP TRAINING DATA)	100
G261 INSTRUCT M16 SERIES WEAPON TRIGGER CONTROL PROCEDURES	100
H325 INSTRUCT REVOLVER GRIP TECHNIQUES	100
F176 EVALUATE RIFLE RECORD FIRE	96
F172 EVALUATE HANDGUN RECORD FIRE	96
S1209 SUPERVISE RANGE CLEAN-UP	96
A23 PLAN WORK ASSIGNMENTS	92
S1208 SECURE RANGE FACILITIES	92
C71 PREPARE APR	92
B34 COUNSEL PERSONNEL	92
A29 SCHEDULE RANGE USAGE	88
A3 COMPILE ACTIVITY REPORTS	88
A11 DETERMINE WORKLOAD REQUIREMENTS	88
A9 DETERMINE TYPES OF RANGE TRAINING REQUIRED	88
A13 DEVELOP WORK METHODS OR PROCEDURES	88
E112 INITIATE AF FORMS 332 (BASE CIVIL ENGINEERING WORK REQUEST)	88
B44 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	85
R1177 SECURE WEAPONS IN STORAGE FACILITIES	85
H319 INSTRUCT REVOLVER AMMUNITION PACKAGING PROCEDURES	85
A27 SCHEDULE CLASSROOM USAGE	81
C60 EVALUATE INSPECTION REPORTS	81
E141 MAINTAIN SELF-INSPECTION NOTEBOOKS	81
D104 ORIENT NEWLY ASSIGNED PERSONNEL	81
T1220 INSPECT FIRING POINT MARKINGS	81
F183 EVALUATE TRAINING PROFICIENCY ON CLEARING SHOTGUN STOPPAGES ON FIRING LINE	81

TABLE A5

GROUP ID NUMBER AND TITLE: GRP133, CATM TECHNICAL TRAINING INSTRUCTORS
 GROUP SIZE: 20 PERCENT OF SAMPLE: 3%
 AVERAGE GRADE: E-4 AVERAGE TICF: 40 MONTHS
 AVERAGE TAFMS: 63 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
G253 INSTRUCT M16 SERIES WEAPON LOADING AND CLEARING PROCEDURES	100
S1183 CONDUCT COURSES OF FIRE	100
S1187 CONDUCT HANDGUN PRACTICE FIRE PROCEDURES	100
L517 INSTRUCT M60 MACHINE GUN SIGHT ALIGNMENT PROCEDURES	100
G261 INSTRUCT M16 SERIES WEAPON TRIGGER CONTROL PROCEDURES	95
E116 INITIATE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	95
H333 INSTRUCT REVOLVER TRIGGER CONTROL PROCEDURES	95
S1190 CONDUCT RANGE COMMANDS	95
L542 REMOVE OR REPLACE BUFFER ON M60 MACHINE GUNS	95
R1179 TRANSPORT AMMUNITION OR BRASS	90
H334 INSTRUCT REVOLVER WEAPON SAFETY PROCEDURES	90
F221 INSTRUCT SHOULDER-FIRED WEAPON FOLLOW-THROUGH	90
L515 INSTRUCT M60 MACHINE GUN OPERATIONS AND FUNCTIONS	90
J419 INSTRUCT M870 SHOTGUN DISASSEMBLY AND ASSEMBLY PROCEDURES	90
F219 INSTRUCT RIFLE HOLDING TECHNIQUES	85
F207 INSTRUCT HANDGUN FOLLOW-THROUGH	85
H329 INSTRUCT REVOLVER OPERATIONS AND FUNCTIONS	80
L519 INSTRUCT M60 MACHINE GUN TECHNIQUES OF FIRE	80
N646 INSTRUCT M203 GRENADE LAUNCHER WEAPON SAFETY PROCEDURES	80
G243 INSTRUCT M16 .22 CALIBER CONVERSION KIT SIGHT ADJUSTMENTS	75
F175 EVALUATE RIFLE PREVENTIVE MAINTENANCE PROFICIENCY, SUCH AS CARE AND CLEANING	75
F176 EVALUATE RIFLE RECORD FIRE	70
H336 PERFORM DETAIL STRIP OF REVOLVERS	70
L522 INSTRUCT TECHNIQUES OF ADJUSTING AIMING POINTS	65
T1210 BUILD TARGET FRAMES	60
L516 INSTRUCT M60 MACHINE GUN ROLES	55
L492 INSTRUCT BIPOD MOUNTED M60 MACHINE GUN CREW TRAINING	55
F182 EVALUATE TRAINING PROFICIENCY ON CLEARING RIFLE STOPPAGES ON FIRING LINE	50
S1200 INSPECT RANGE EQUIPMENT FOR SERVICEABILITY OR ACCOUNT- ABILITY	50

TABLE A6

GROUP ID NUMBER AND TITLE: GRP093, RANGE OPERATIONS SUPERVISORS
 GROUP SIZE: 10 PERCENT OF SAMPLE: 2%
 AVERAGE GRADE: E-6 AVERAGE TICF: 82 MONTHS
 AVERAGE TAFMS: 191 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
B56 WRITE CORRESPONDENCE	100
S1200 INSPECT RANGE EQUIPMENT FOR SERVICEABILITY OR ACCOUNT- ABILITY	100
S1209 SUPERVISE RANGE CLEAN-UP	100
C58 EVALUATE BUDGET OR FINANCIAL REQUIREMENTS	100
A5 CONSULT WITH CIVIL ENGINEERING ON RANGE OR SUPPORT FACILITY CONSTRUCTION	100
A19 ESTABLISH SELF-INSPECTION CHECKLISTS	90
R1154 ACCOMPANY PERSONNEL IN CONDUCTING INVENTORY OF AMMUNITION OR WEAPONS	90
F190 FIRE M16 SERIES WEAPONS TO MAINTAIN PROFICIENCY	90
A14 DRAFT BUDGET OR FINANCIAL REQUIREMENTS	90
S1182 CONDUCT COMMUNICATION OPERATIONAL CHECKS	90
E126 MAINTAIN AF FORMS 332 (BASE CIVIL ENGINEERING WORK REQUEST)	90
S1198 INFORM LOCAL COMMUNITIES OF RANGE DANGER AREAS	90
R1166 MAINTAIN COMMUNICATIONS WITH SECURITY POLICE DURING OPENING AND CLOSING OF STORAGE FACILITIES	80
A22 PLAN PREVENTIVE MAINTENANCE FOR RANGES OR FACILITIES	80
A1 ASSIGN PERSONNEL TO DUTY POSITIONS	80
C62 EVALUATE RANGES FOR ADEQUACY OF MISSION	80
C60 EVALUATE INSPECTION REPORTS	80
E133 MAINTAIN BUILDING CUSTODIAN FOLDERS	80
E119 MAINTAIN ACCESS LISTS	80
R1161 INSPECT WEAPON FACILITIES	70
D78 ASSIGN SMALL ARMS INSTRUCTORS	70
C63 EVALUATE RANGES WITH GROUND AND EXPLOSIVE SAFETY PERSONNEL	70

TABLE A7

GROUP ID NUMBER AND TITLE: GRP075, WEAPONS FIELD MAINTENANCE PERSONNEL
 GROUP SIZE: 6 PERCENT OF SAMPLE: 1%
 AVERAGE GRADE: E-4 AVERAGE TICF: 39 MONTHS
 AVERAGE TAFMS: 79 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
G275 REMOVE OR REPLACE BOLT ON M16 SERIES WEAPONS	100
E129 MAINTAIN AFTO FORMS 105 (INSPECTION MAINTENANCE FIRING DATA FOR GROUND WEAPONS)	100
G289 REMOVE OR REPLACE FIRING PIN RETAINING PIN ON M16 SERIES WEAPONS	100
G313 REMOVE OR REPLACE UPPER RECEIVER ON M16 SERIES WEAPONS	100
H336 PERFORM DETAIL STRIP OF REVOLVERS	100
G312 REMOVE OR REPLACE TRIGGER MECHANISM COMPONENTS ON M16 SERIES WEAPONS	100
H351 REMOVE OR REPLACE REBOUND SLIDE AND SPRING ON REVOLVERS	100
L550 REMOVE OR REPLACE COCKING HANDLE ASSEMBLY ON M60 MACHINE GUNS	100
L543 REMOVE OR REPLACE BUFFER YOKE ON M60 MACHINE GUNS	100
H334 REMOVE OR REPLACE CYLINDER STOP ASSEMBLY ON REVOLVERS	100
R1156 ENTER CONTROLLED OR RESTRICTED AREAS	83
H339 PERFORM PHYSICAL INSPECTION OF REVOLVERS USING INSPECTION TOOLS	83
L544 REMOVE OR REPLACE CAM ACTUATOR ASSEMBLY ON M60 MACHINE GUNS	83
G306 REMOVE OR REPLACE RECEIVER PIVOT PIN ON M16 SERIES WEAPONS	83
H354 REMOVE OR REPLACE TRIGGER MECHANISM COMPONENTS ON REVOLVERS	83
L487 ALIGN OR ADJUST M60 MACHINE GUN PARTS USING STANDARD TOOLS	83
H350 REMOVE OR REPLACE REAR SIGHT ASSEMBLY ON REVOLVERS	83
E160 PREPARE DD FORMS 1577-2 (UNSERVICEABLE (REPARABLE) TAG MATERIEL)	83
H317 CLEAR REVOLVERS	67
L575 REMOVE OR REPLACE OPERATING ROD YOKE ROLLER ON M60 MACHINE GUNS	67
G310 REMOVE OR REPLACE TAKE-DOWN PIN ON M16 SERIES WEAPONS	67
L589 SAFETY-WIRE GAS EXTENSION AND PORT PLUG	67

TABLE A8

GROUP ID NUMBER AND TITLE: GRP029, INITIAL MARKSMANSHIP TRAINING PERSONNEL
CLUSTER

GROUP SIZE: 30

PERCENT OF SAMPLE: 5%

AVERAGE GRADE: E-4

AVERAGE TICF: 39 MONTHS

AVERAGE TAFMS: 76 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
S1206 SCORE TARGETS	93
E114 INITIATE AF FORMS 522 (SMALL ARMS MARKSMANSHIP TRAINING DATA)	90
G261 INSTRUCT M16 SERIES WEAPON TRIGGER CONTROL PROCEDURES	87
G259 INSTRUCT M16 SERIES WEAPON SIGHT ALIGNMENT PROCEDURES	87
G260 INSTRUCT M16 SERIES WEAPON SIGHT PICTURE PROCEDURES	87
S1183 CONDUCT COURSES OF FIRE	87
S1181 BRIEF RANGE SAFETY RULES	83
G251 INSTRUCT M16 SERIES WEAPON FIRING POSITIONS	83
G258 INSTRUCT M16 SERIES WEAPON SIGHT ADJUSTMENTS	80
F190 FIRE M16 SERIES WEAPONS TO MAINTAIN PROFICIENCY	77
G257 INSTRUCT M16 SERIES WEAPON SAFETY PROCEDURES	73
R1157 GUARD AMMUNITION OR WEAPONS	73
G241 CLEAR M16 SERIES WEAPONS	73
G243 INSTRUCT M16 .22 CALIBER CONVERSION KIT SIGHT ADJUSTMENTS	70
G255 INSTRUCT M16 SERIES WEAPON NOMENCLATURE	70
G253 INSTRUCT M16 SERIES WEAPON LOADING AND CLEARING PROCEDURES	70
S1191 CONDUCT RIFLE DRY FIRE PROCEDURES	70
F221 INSTRUCT SHOULDER-FIRED WEAPON FOLLOW-THROUGH	67
S1192 CONDUCT RIFLE PRACTICE FIRE PROCEDURES	63
S1199 INSPECT BARRELS FOR OBSTRUCTIONS	63

TABLE A9

GROUP ID NUMBER AND TITLE: GRP058, INITIAL MARKSMANSHIP TRAINING INSTRUCTORS
 GROUP SIZE: 20 PERCENT OF SAMPLE: 3%
 AVERAGE GRADE: E-4 AVERAGE TICF: 30 MONTHS
 AVERAGE TAFMS: 53 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
S1206 SCORE TARGETS	100
S1209 SUPERVISE RANGE CLEAN-UP	100
E114 INITIATE AF FORMS 522 (SMALL ARMS MARKSMANSHIP TRAINING DATA)	95
G261 INSTRUCT M16 SERIES WEAPON TRIGGER CONTROL PROCEDURES	95
G259 INSTRUCT M16 SERIES WEAPON SIGHT ALIGNMENT PROCEDURES	95
G260 INSTRUCT M16 SERIES WEAPON SIGHT PICTURE PROCEDURES	95
S1207 SECURE RANGE EQUIPMENT, SUCH AS TARGETS OR FLAGS	95
S1183 CONDUCT COURSES OF FIRE	95
T1228 MAINTAIN TARGET LINES	95
G251 INSTRUCT M16 SERIES WEAPON FIRING POSITIONS	90
S1208 SECURE RANGE FACILITIES	90
S1203 OPERATE RANGE TOWER	90
G243 INSTRUCT M16 .22 CALIBER CONVERSION KIT SIGHT ADJUSTMENTS	85
G258 INSTRUCT M16 SERIES WEAPON SIGHT ADJUSTMENTS	85
G255 INSTRUCT M16 SERIES WEAPON NOMENCLATURE	85
G257 INSTRUCT M16 SERIES WEAPON SAFETY PROCEDURES	85
R1157 GUARD AMMUNITION OR WEAPONS	85
F203 INSTRUCT BREATH CONTROL TECHNIQUES	85
S1181 BRIEF RANGE SAFETY RULES	85
G249 INSTRUCT M16 SERIES WEAPON CHARACTERISTICS	80
S1192 CONDUCT RIFLE PRACTICE FIRE PROCEDURES	80
S1191 CONDUCT RIFLE DRY FIRE PROCEDURES	80
R1180 TRANSPORT WEAPONS	80
R1156 ENTER CONTROLLED OR RESTRICTED AREAS	80
R1179 TRANSPORT AMMUNITION OR BRASS	80

TABLE A10

GROUP ID NUMBER AND TITLE: GRP056, INITIAL MARKSMANSHIP TRAINING TEAM CHIEFS
 GROUP SIZE: 5 PERCENT OF SAMPLE: LESS THAN 1%
 AVERAGE GRADE: E-6 AVERAGE TICF: 47 MONTHS
 AVERAGE TAFMS: 169 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
G241 CLEAR M16 SERIES WEAPONS	100
A23 PLAN WORK ASSIGNMENTS	100
A28 SCHEDULE LEAVES OR PASSES	100
A1 ASSIGN PERSONNEL TO DUTY POSITIONS	100
D81 CONDUCT OJT	100
C71 PREPARE APR	100
F190 FIRE M16 SERIES WEAPONS TO MAINTAIN PROFICIENCY	80
A10 DETERMINE WORK PRIORITIES	80
B44 INTERPRET POLICIES, DIRECTIVES, OR PROCEDURES FOR SUBORDINATES	80
B49 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE SPECIALISTS (AFSC 75350)	80
B34 COUNSEL PERSONNEL	80
S1181 BRIEF RANGE SAFETY RULES	80
G258 INSTRUCT M16 SERIES WEAPON SIGHT ADJUSTMENTS	80
G259 INSTRUCT M16 SERIES WEAPON SIGHT ALIGNMENT PROCEDURES	80
E133 MAINTAIN BUILDING CUSTODIAN FOLDERS	80
C57 CONDUCT TASK EVALUATIONS	80
C68 INDORSE AIRMAN PERFORMANCE REPORTS (APR)	80
D77 ASSIGN ON-THE-JOB TRAINING (OJT) TRAINERS	80
K476 PERFORM VISUAL INSPECTION OF M16 CONVERSION KITS	60
B46 SUPERVISE APPRENTICE COMBAT ARMS TRAINING AND MAINTENANCE SPECIALISTS (AFSC 75330)	60
A3 COMPILE ACTIVITY REPORTS	60
E134 MAINTAIN DAILY MAN-HOUR LOGS	60
S1208 SECURE RANGE FACILITIES	60
B51 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE TECHNICIANS (AFSC 75370)	60
C62 EVALUATE RANGES FOR ADEQUACY OF MISSION	60

TABLE A11

GROUP ID NUMBER AND TITLE: GRP055, M-60 MACHINE GUN INSTRUCTORS
 GROUP SIZE: 26 PERCENT OF SAMPLE: 4%
 AVERAGE GRADE: E-4 AVERAGE TICF: 55 MONTHS
 AVERAGE TAFMS: 69 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
L491 CLEAR M60 MACHINE GUNS	96
L518 INSTRUCT M60 MACHINE GUN SIGHT PICTURE PROCEDURES	96
L512 INSTRUCT M60 MACHINE GUN LOADING AND CLEARING PROCEDURES	96
L509 INSTRUCT M60 MACHINE GUN FIELD STRIPPING PROCEDURES	96
L508 INSTRUCT M60 MACHINE GUN DETAIL STRIPPING PROCEDURES	96
L513 INSTRUCT M60 MACHINE GUN MALFUNCTIONS, STOPPAGES, IMMEDIATE ACTIONS, AND CORRECTIVE ACTIONS	96
L505 INSTRUCT M60 MACHINE GUN CARE AND CLEANING PROCEDURES	96
L531 PERFORM FIELD STRIP OF M60 MACHINE GUNS	96
L516 INSTRUCT M60 MACHINE GUN ROLES	96
L521 INSTRUCT M60 MACHINE GUN WEAPON SAFETY PROCEDURES	92
L534 PERFORM VISUAL INSPECTION OF M60 MACHINE GUNS	92
L499 INSTRUCT M60 MACHINE GUN AMMUNITION TYPES	92
S1189 CONDUCT MACHINE GUN PRACTICE FIRE PROCEDURES	88
S1209 SUPERVISE RANGE CLEAN-UP	85
S1181 BRIEF RANGE SAFETY RULES	85
F202 INSTRUCT AMMUNITION OR WEAPON DESTRUCTION TECHNIQUES TO AVOID ENEMY USE	81
L519 INSTRUCT M60 MACHINE GUN TECHNIQUES OF FIRE	81
L571 REMOVE OR REPLACE LEAF SPRING ON M60 MACHINE GUNS	81
L574 REMOVE OR REPLACE OPERATING ROD SPRING ON M60 MACHINE GUNS	81
L581 REMOVE OR REPLACE SEAR ON M60 MACHINE GUNS	81
L507 INSTRUCT M60 MACHINE GUN CLASSES OF FIRE	77
F224 INSTRUCT TECHNIQUES OF RANGE (DISTANCE TO TARGET) ESTIMATION	77
L502 INSTRUCT M60 MACHINE GUN ASSAULT FIRE FIRING POSITIONS	77
L550 REMOVE OR REPLACE COCKING HANDLE ASSEMBLY ON M60 MACHINE GUNS	77

TABLE A12

GROUP ID NUMBER AND TITLE: GRP034, ARMORY PERSONNEL CLUSTER
 GROUP SIZE: 36 PERCENT OF SAMPLE: 6%
 AVERAGE GRADE: E-5 AVERAGE TICF: 60 MONTHS
 AVERAGE TAFMS: 97 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
R1157 GUARD AMMUNITION OR WEAPONS	86
F190 FIRE M16 SERIES WEAPONS TO MAINTAIN PROFICIENCY	86
F194 FIRE REVOLVERS TO MAINTAIN PROFICIENCY	86
E149 PREPARE AF FORMS 1297 (TEMPORARY ISSUE RECEIPT)	83
R1166 MAINTAIN COMMUNICATIONS WITH SECURITY POLICE DURING OPENING AND CLOSING OF STORAGE FACILITIES	83
R1156 ENTER CONTROLLED OR RESTRICTED AREAS	81
R1163 INVENTORY WEAPONS	81
R1177 SECURE WEAPONS IN STORAGE FACILITIES	81
R1165 ISSUE WEAPONS	81
R1153 ACCEPT TURN-IN OF WEAPONS AFTER USE	78
R1154 ACCOMPANY PERSONNEL IN CONDUCTING INVENTORY OF AMMUNITION OR WEAPONS	78
H317 CLEAR REVOLVERS	78
R1178 SORT BRASS	72
R1162 INVENTORY AMMUNITION	69
R1176 SECURE AMMUNITION OR AMMUNITION RESIDUES IN STORAGE FACILITIES	69
R1173 PLACE AMMUNITION WITHIN STORAGE FACILITIES	67
E145 MAINTAIN WEAPON INVENTORY FORMS	64
E151 PREPARE AF FORMS 2005 (ISSUE/TURN IN REQUEST)	61
R1175 POST SIGNS, SUCH AS FIRE SYMBOL OR WARNING SIGNS	58
E119 MAINTAIN ACCESS LISTS	56
E128 MAINTAIN AF FORMS 629 (SMALL ARMS HAND RECEIPT)	53
R1169 PACK BRASS	50
L491 CLEAR M60 MACHINE GUNS	50
R1174 PLACE EXPLOSIVE LIMITATION LICENSES IN BUILDINGS	50
N629 CLEAR M203 GRENADE LAUNCHERS	50
E115 INITIATE AF FORMS 629 (SMALL ARMS HAND RECEIPT)	50
E116 INITIATE AF FORMS 710 (GROUND WEAPONS TRAINING RECORD)	50
A10 DETERMINE WORK PRIORITIES	50
E161 PREPARE ENTRY AUTHORIZATION LISTS	50
G241 CLEAR M16 SERIES WEAPONS	47
R1180 TRANSPORT WEAPONS	47

TABLE A13

GROUP ID NUMBER AND TITLE: GRP061, ARMORY OPERATIONS SUPERVISORS
 GROUP SIZE: 9 PERCENT OF SAMPLE: 1%
 AVERAGE GRADE: E-6 AVERAGE TICF: 88 MONTHS
 AVERAGE TAFMS: 148 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
E123 MAINTAIN AF FORMS 2432 (KEY ISSUE LOG)	100
B31 COORDINATE WEAPON TRANSFERS WITH SECURITY POLICE OR SUPPLY CHANNELS	100
B33 COORDINATE WEAPONS OR AMMUNITION CONVOY ROUTES WITH SECURITY POLICE OR LOCAL AUTHORITIES	100
B41 IMPLEMENT SECURITY PROGRAMS	89
E149 PREPARE AF FORMS 1297 (TEMPORARY ISSUE RECEIPT)	89
E119 MAINTAIN ACCESS LISTS	89
A7 DETERMINE REQUIREMENTS FOR SPACE, PERSONNEL, EQUIPMENT, OR SUPPLIES	89
E126 MAINTAIN AF FORMS 332 (BASE CIVIL ENGINEERING WORK REQUEST)	89
A13 DEVELOP WORK METHODS OR PROCEDURES	89
B38 IMPLEMENT AFOSH SAFETY PROGRAMS	89
E161 PREPARE ENTRY AUTHORIZATION LISTS	89
E125 MAINTAIN AF FORMS 302 (ROOM OR AREA SECURITY INSPECTION RECORD)	89
E129 MAINTAIN AFTO FORMS 105 (INSPECTION MAINTENANCE FIRING DATA FOR GROUND WEAPONS)	78
E152 PREPARE AF FORMS 601 (EQUIPMENT ACTION REQUEST)	78
B32 COORDINATE WEAPON TRANSFERS WITH USING ORGANIZATIONS OR WEAPONS MAINTENANCE DIVISIONS	78
A18 ESTABLISH SECURITY CODING SYSTEMS FOR WEAPONS OR AMMUNITION STORAGE	78
E115 INITIATE AF FORMS 629 (SMALL ARMS HAND RECEIPT)	78
E132 MAINTAIN AMMUNITION FILES	78
E111 INITIATE AF FORMS 1135 (BCE REAL PROPERTY MAINTENANCE REQUEST)	78
A25 PREPARE JOB DESCRIPTIONS	78
R1177 SECURE WEAPONS IN STORAGE FACILITIES	67

TABLE A14

GROUP ID NUMBER AND TITLE: GRP057, ARMORERS

GROUP SIZE: 24

PERCENT OF SAMPLE: 4%

AVERAGE GRADE: E-4

AVERAGE TICF: 45 MONTHS

AVERAGE TAFMS: 67 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
R1157 GUARD AMMUNITION OR WEAPONS	100
R1153 ACCEPT TURN-IN OF WEAPONS AFTER USE	96
R1163 INVENTORY WEAPONS	92
R1156 ENTER CONTROLLED OR RESTRICTED AREAS	92
R1165 ISSUE WEAPONS	92
R1164 ISSUE AMMUNITION	92
E149 PREPARE AF FORMS 1297 (TEMPORARY ISSUE RECEIPT)	88
R1171 PERFORM ENTRY CONTROL PROCEDURES FOR AMMUNITION OR WEAPONS STORAGE FACILITIES	88
R1170 PERFORM ALARM SYSTEMS TESTS	88
F194 FIRE REVOLVERS TO MAINTAIN PROFICIENCY	88
R1177 SECURE WEAPONS IN STORAGE FACILITIES	83
R1162 INVENTORY AMMUNITION	79
R1173 PLACE AMMUNITION WITHIN STORAGE FACILITIES	75
R1176 SECURE AMMUNITION OR AMMUNITION RESIDUES IN STORAGE FACILITIES	75
R1169 PACK BRASS	67
R1179 TRANSPORT AMMUNITION OR BRASS	67
L491 CLEAR M60 MACHINE GUNS	67
G241 CLEAR M16 SERIES WEAPONS	58
R1172 PERFORM OPERATOR MAINTENANCE ON VEHICLES	58
N629 CLEAR M203 GRENADE LAUNCHERS	58
R1158 INSPECT AMMUNITION FOR PROPER TYPE, CALIBER, AND CLASS	54

TABLE A15

GROUP ID NUMBER AND TITLE: GRP062, CATM PROGRAM MANAGERS
 GROUP SIZE: 10 PERCENT OF SAMPLE: 2%
 AVERAGE GRADE: E-7 AVERAGE TICF: 68 MONTHS
 AVERAGE TAFMS: 238 MONTHS

THE FOLLOWING ARE IN DESCENDING ORDER BY PERCENT MEMBERS PERFORMING:

TASKS	PERCENT MEMBERS PERFORMING
B34 COUNSEL PERSONNEL	100
A15 ESTABLISH ORGANIZATIONAL POLICIES, OFFICE INSTRUCTIONS (OI), OR STANDING OPERATING PROCEDURES (SOP)	100
A16 ESTABLISH PERFORMANCE STANDARDS FOR SUBORDINATES	100
B30 CONDUCT STAFF MEETINGS	100
C64 EVALUATE SAFETY OR SECURITY PROGRAMS	100
A1 ASSIGN PERSONNEL TO DUTY POSITIONS	100
C71 PREPARE APR	90
C61 EVALUATE JOB DESCRIPTIONS	90
C62 EVALUATE RANGES FOR ADEQUACY OF MISSION	90
A6 CONSULT WITH CIVIL ENGINEERING ON RANGE OR SUPPORT FACILITY REHABILITATION	90
B43 INITIATE PERSONNEL ACTION REQUESTS	90
A5 CONSULT WITH CIVIL ENGINEERING ON RANGE OR SUPPORT FACILITY CONSTRUCTION	90
B35 DIRECT DEVELOPMENT OR MAINTENANCE OF STATUS BOARDS, GRAPHS, OR CHARTS	90
A19 ESTABLISH SELF-INSPECTION CHECKLISTS	80
A14 DRAFT BUDGET OR FINANCIAL REQUIREMENTS	80
A2 ASSIGN SPONSORS FOR NEWLY ASSIGNED PERSONNEL	80
A4 CONSULT WITH BASE COMMUNICATIONS CONCERNING INSTALLATION OR MAINTENANCE OF COMMUNICATION SYSTEMS	80
B51 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE TECHNICIANS (AFSC 75370)	70
D91 DIRECT OR IMPLEMENT OJT PROGRAMS	70
C75 WRITE STAFF STUDIES, SURVEYS, OR SPECIAL REPORTS	70
B42 IMPLEMENT SUGGESTION PROGRAMS	70
B49 SUPERVISE COMBAT ARMS TRAINING AND MAINTENANCE SPECIALISTS (AFSC 75350)	60
A8 DETERMINE TYPES OF CLASSROOM TRAINING REQUIRED	60
C73 SELECT INDIVIDUALS FOR SPECIALIZED TRAINING	60
D110 REVIEW COURSE OUTLINES, LESSON PLANS, OR PRESENTATION METHODS	50
D78 ASSIGN SMALL ARMS INSTRUCTORS	50
A20 FORECAST AMMUNITION REQUIREMENTS	50
B37 DIRECT UTILIZATION OF EQUIPMENT	50
B36 DIRECT MAINTENANCE OF ADMINISTRATIVE FILES	50

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